

Priority Trainee Selection Process

Background

- Priority Trainee status reflects someone serving in a trainee position that is in critical need of receiving on the job training to: 1) Meet a job requirement, 2) fill a team shortage on a CIMT or organized Type 3 IMT, or 3) career development.

Trainees may request consideration for the Priority Trainee Program if they meet the following:

1. **Job Requirement** – The trainee currently occupies a position that requires full qualification to retain their employment. The trainee is subject to removal from their position if they do not meet the requirement.
2. **Incident Management** – Once qualified, the trainee will fill a critical position on a Complex Incident Management Team or organized Type 3 Incident Management Team, pre-determined by the Southwest Incident Commanders Group and the Southwest Coordinating Group.
3. **Career Development** – Once qualified, the trainee will fulfill a need established on their Individual Development Plan (IDP)

For additional details on who may participate, the documents titled “SWA Priority Trainee Recruitment” located

https://gacc.nifc.gov/swcc/management_admin/training/Priority_Trainee_Program/ptp.htm

Process

Applications received through the SWA Priority Trainee Form will be reviewed for accuracy and completeness, ensuring that the position applied for currently exists on responders’ profile in IROC and the responder’s supervisor has approved the application (done via email from the SWA Priority Trainee Form).

Complete application packages will be facilitated by the Southwest Area Geographic Area Training Representative, reviewed and prioritized in collaboration with the Southwest Area Training Committee and members of the Southwest Area Committees pertinent to the ICS position.

The final draft prioritization will be submitted by the Southwest Area GATR to the Southwest Coordinating Group for review and final approval.

The Southwest Area GATR will notify the applicants via email of their acceptance into the Priority Trainee Program.