



OPEN PERIOD: November 1 through 30, 2023

The Southwest Geographic Area focus on succession planning for Incident Management Teams, Incident Support within the GACC and nationally as well as organizationally as it pertains to IFPM/FSFPM and agency/state mandates. It is critical that we prepare for the future by training individuals to ensure that key positions remain intact over time. The end state vision is to produce a holistic system wherein all functional areas involved in the mobilization and training process join together to create a sustainable workforce. The Southwest Priority Trainee Program (PTP) provides an avenue for speed to competency that supports interagency succession objectives.

Definition of a Priority Trainee

This designator 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, or 3) develop their career.

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

1. **Position 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 an Incident Management Team, pre-determined by the SW IC Group and the SW Coordinating Group.
3. **Career Development** – Once qualified, the trainee will fulfill a need established on their Individual Development Plans (IDP's).

Southwest Priority Trainee Program Requirements

The Geographic Area Training Representative (GATR) facilitates the SW PTP and movement of pre-identified trainees within, and outside of, the SW Geographic Area in collaboration with the national GATR group.

Priority Trainees must be agency employees (Federal, State, permanent FD/local Agency, and tribal). Federal or State ADs and Fire Department Supplemental trainees will mobilize under normal dispatching processes when no Priority Trainees are available.

Individuals may only nominate for one Priority Trainee position and shall apply through the Wildland Fire Learning Portal.

IMT Trainees

For out of Geographic Area assignments, Southwest IMTs may roster a certain number of Trainees who are selected through the ICAP process. Additional trainees will be mobilized using the Priority Trainee List.

Individuals who apply to Primary Trainee IMT positions must consider that they may not be selected to an IMT. These individuals are encouraged to apply to both the [IMT](#), or the [Buying Team](#) and the [Priority Trainee Program](#). The PT application period closes on November 30 and the area-wide list is published in early January. IMT Primary Trainee applicants who were not selected to IMTs will not be accepted if they did not previously submit a PT application. If a SW Priority Trainee is rostered on an IMT as a trainee, then they may be considered for Priority Trainee assignments if their IMT is not available.



Priority Trainee Program positions available for consideration:

SWA PTP Lateral Positions for 2023

ACDP
AOBD
ASGS
ATBM
ATGS
BCMG
BUYL 1,000,000
BUYL 100,000
BUYL 150,000
BUYL 25,000
BUYL MICRO-PURCHASER
BUYM 1,000,000
BUYM 100,000
BUYM 150,000
BUYM 25,000
BUYM MICRO-PURCHASER
CLMS
CMSY
COML
COMP
COMT
CORD
COST
CRWB
DIVS
DMOB
DOCL
DPRO
EDRC
EDSD
EDSP
ENGB
EQPM
EQTR
FACL
FBAN
FDUL
FELB
FIRB
FEMO
FOBS
FSCC
FSC1

FSC2
FSC3
FWBM
GISS
GSUL
HEBM
HEQB
HLCO
HMGB
HRSP
IAB1
IAB2
IADP
IARR
ICPI
ICCI
ICT1
ICT2
ICT3
ICT4
INBA
INCM
INJR
INTM
INTS
INVF
IRIN
ITSS
LOFR
LSCC
LSC1
LSC2
LSC3
LTAN
MCCO
MEDL
OPBD
ORDM
OSCC
OSC1
OSC2
PETL
PETM
PIOC
PIO1
PIO2

PIOF
PIOF3
PROC
PSCC
PSC1
PSC2
PSC3
PTRC
RADO
RCDM
READ
REAF
RESL
RXB1
RXB2
RXMG
SCKN
SECM
SEMG
SITL
SOF1
SOF2
SOFR
SOPL
SPUL
STCR
STEN
STEQ
SUBD
SVBD
TFLD
TIME
TNSP
UASD
UASL
UASM
UASP



Priority Trainee Relocation

Individuals on the SW Area PT list who re-locate outside the Southwest Area (i.e. change jobs) will be removed from the SW list and will be subject to the procedures identified in the receiving Geographic Area's PTP (if applicable). Individuals who re-locate to the Southwest Area after the nomination deadline will only be allowed to participate in the program if they were a PT in their previous Geographic Area.

Resource ordering system availability

Priority Trainees will be mobilized according to the highest priority with **"Available National"** status. If statused as **"Unavailable"** or **"Available Local"** in the resource ordering system, trainees will not be included in the daily consideration utilized by the GATR group. The following are guidelines for availability:

- **Available National** – the trainee will be placed on the PT geographic and national availability list shared between Geographic Area Training Representatives
- **Available GACC** – the trainee will be placed on the PT geographic availability list only.
- **Available Local** – the trainee will not be placed on the PT national availability list shared between Geographic Area Training Representatives. The trainee may be utilized locally for incidents or name-requested for QUALIFIED or non-PT positions only (subject to ordering unit/ordering GACC discretion)

Any trainees identified and nominated for the program should be available for a minimum of 1 assignment throughout the season (14+ consecutive days). The following guidelines will be used for those declining assignments when showing **"Available National"**:

1. Upon first declination of an assignment, and with a reasonable explanation, the assignment will be awarded to the next available individual. Trainee status will be updated accurately until available again.
2. Upon second declination of assignment, trainee will be removed from the list.

Application Process:

2023 nomination is available in the Wildland Fire Learning Portal, Southwest Geographic Area\Southwest\SW Priority Trainee Program tab. You will need to create a profile in the Wildland Fire Learning Portal before you can apply. You must upload a signed supervisor agreement and an IQCS/IQS Master Record showing the trainee position you are applying for.

Click [Link Here](#) (will be required to log in to see this).

OR

1. Type in <https://wildlandfirelearningportal.net>
2. Select the SWA from the "Geographic Area" drop down menu
3. Click the SW Priority Trainee Program tab
4. Read and scroll down toward the bottom
5. Select the "Access the SW Priority Trainee Program Application" link

NOTES:

- When the trainee submits the application in the portal, he/she see the system notification: "1 entry added".
- The approval process begins with the final list approved by the Southwest Coordinating Group.
- The dispatch centers will utilize the Priority Trainee list to fill the orders. See mobilization process [here](#).



Nomination Process and Timelines:

November 1-30: Program application period

1-2nd week of December: review and prioritization of trainees occurs between SWA Committees

3rd week of December final draft prioritized list of trainees submitted to the SWCG for final approval.

The Southwest Priority Trainee Program is the primary tool used for career development, succession planning for incident response, and overall fire support capacity. Please contact your Geographic Area Training Representative, Elliott Herrera at etherrera@blm.gov with questions.