



Job Announcement

Advanced Forest Officer

Douglas Forest Protective Association
1758 NE Airport Road
Roseburg, OR 97470
541-672-6507

POSITION: An Advanced Forest Officer position is available with the Douglas Forest Protective Association (DFPA). This position is funded 12 months out of the year located in the District's Central Unit. The purpose of this position is to provide on the ground coordination of engines, equipment, and hand crew, and serves as an initial attack Incident Commander. This person works directly for the Assistant Unit Forester/Wildland Fire Supervisor and serves as a relief duty officer for the unit providing operational oversight during supervisor's absence.

ORGANIZATION: Founded in 1912, DFPA is a non-profit corporation located in Roseburg, Oregon. DFPA has wildland fire protection responsibilities on 1.6 million acres of membership lands, private, State, County, Bureau of Land Management (BLM) and Bureau of Indian Affairs (BIA) lands within Douglas County. DFPA is a very active and aggressive wildland forest protective association that has a staff of 20 fulltime and 100 seasonal personnel. DFPA is integrated with the Oregon Department of Forestry (ODF) by contract and by ORS Chapters 477 and 526.

LOCATION OF POSITION:

The Advanced Forest Officer will maintain an office at the Central Unit Headquarters in Roseburg, Oregon and within three months assume residency within the Douglas District. Preference may be given to individuals that are capable of responding to their duty station within 30 minutes.

RESPONSIBILITIES:

- Performs/oversees pre-suppression/readiness duties such as road brushing, live fire training, water hole location, and developing knowledge of firefighting equipment, protection district, roads, topography, and landowners.
- Performs wildland firefighting activities, locates fires using maps, Global Positioning System (GPS) and compass.
- Serves as the Initial Attack Incident Commander on fires, sets control objectives, determines strategy and tactics, directs actions of resources, and provides oversight for fireline construction and location.
- Supervises 25-30 seasonal employees.
- Delegates responsibilities, provides guidance to employees and seeks input from subordinates regarding unit activities.
- Determines unit safety and training needs, writes position descriptions, and formulates disciplinary recommendations.
- Plans, organizes, and completes projects with limited supervision to accomplish all DFPA's goals and standards. This includes the ability to identify and solve problems, set goals and

objectives, develop action plans, assist in unit budgets, and then evaluate accomplishments.

- Actively participates as a member of the district's safety committee.
- Routinely develops and instructs fire suppression classes.
- Completes, assists, and supervises fire investigations within the unit.
- Coordinates and accomplishes Central Unit slash and grazing burn programs to meet the overall land management objectives, hazard reduction, and smoke management goals of the landowners and DFPA.
- Facilitate, supervise, and direct winter co-op work as needed.
- Oversees landscape activities such as mowing, weeding, pruning, spreading bark or rock using hand tools and power equipment.
- Oversees/performs building maintenance activities such as minor repairs, roofing, painting, concrete work, and custodial duties on the district compound.
- Responsible for vehicle maintenance activities such as: fire readiness, daily safety inspections, fluid checks, wash and wax, fire engine inventories.
- Oversees/performs equipment maintenance by cleaning saws, pumps, and mowers; cleaning, inspecting, and sharpening hand tools such as Pulaski, shovel, and hazel hoe; cleaning and inspection of firefighting equipment such as hose and appliances.
- Responsible for completion or oversight of individual projects as assigned.
- This position is responsible for the administration and enforcement of Oregon's fire prevention statutes and rules.

MINIMUM QUALIFICATIONS:

- Must have a valid Oregon driver's license and a satisfactory driving record. The record will be checked with the Department of Motor Vehicles. At times, you will be required to travel by car, pickup, helicopter, and/or airplane.
- Must have the abilities to perform instant and/or sustained arduous physical activity on fires. May work in inclement weather and/or other activities requiring endurance. Physical conditioning will be tested in accordance with DFPA policy.
- Must have the ability to effectively communicate both verbally and in writing.
- Must have the knowledge of the fire protection goals, objectives, policies, and operational procedures of both the DFPA and the Oregon Department of Forestry (ODF). This includes knowledge of Oregon fire laws and enforcement policies and knowledge of forest fire prevention, suppression and mobilization principles and techniques.
- Must have the ability to work with a wide variety of individuals within DFPA, ODF, BLM, USFS, timber industry, municipal and rural fire departments, small landowners, ranchers, and the public.
- Must have a working knowledge of Bureau of Labor laws as they pertain to private employers.
- Must have administrative abilities to complete appropriate projects, reports, and schedules. Basic computer experience (Word, Excel, PowerPoint, Google) required.
- Must have engine boss single resource qualification and be qualified as an Incident Commander Type 4.

DESIRABLE QUALIFICATIONS:

Preference may be given to candidates whose application demonstrate skills, abilities and/or experience in the following:

- Experience working in a highly structured organization, such as government agencies, the military, or corporations, with established lines of authority, procedure and protocols.
- Experience working with multi-fire situations.
- Experience in Wildland Fire Investigation.
- Experience working within a complex fire program with numerous competing objectives.
- Experience working in an interagency environment.
- Advanced Computer skills.
- Experience with ArcGIS, Collector, GPS mapping and compiling data.
- Experience working around and managing aviation resources.
- A comprehensive background in pasture burn management is preferred.
- An excellent working knowledge of the Bureau of Land Management (BLM) Western Oregon Operating Plan.
- Task Force/Strike Team Leader qualified.

BACKGROUND / PRE-EMPLOYMENT CHECK:

DFPA is committed to providing a safe and productive working environment. To achieve that goal, we conduct background investigations for final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search and motor vehicle history. The successful candidate will be required to pass a drug screen prior to employment.

SALARY:

Classified as Advanced Forest Officer, the salary is commensurate with experience and qualification. **Salary range: \$4,656.00 – \$6,696.00/month.** This position is eligible for overtime compensation.

BENEFITS:

Health, dental, and vision are provided. Annual leave, sick leave, and personal leave available. Association retirement program provided.

APPLICATION:

Applications are available to download online at <https://www.dfpa.net/employment> Applicants must meet the minimum qualifications in the announcement to be considered for hire. Apply no later than 5:00 p.m., Monday, December 2nd, for consideration. Attach each of the items listed below individually as a Word Document (.doc), PDF (.pdf), or Rich Text Format (.rtf). A complete application packet consists of:

1. Cover letter with a Statement of Qualifications
2. Resume
3. Douglas Forest Protective Association Application for Employment
4. Transcripts (for each degree earned that is listed under qualifications) and/or a Master Wildland Training Record

5. Four References (contact information for professional references including at least one supervisor)

Email completed application packet to Jill Miller, Business Manager at Jill.m.MILLER@odf.oregon.gov

Specific questions regarding this position should be referred to Trey McNeil, Central Unit Wildland Fire Supervisor, at the Roseburg Office (541) 672-6507.

IMPORTANT APPLICATION INFORMATION:

Please note that incomplete applications will not be considered. Please remove social security numbers and birthdates from all application materials.

All applicants will be screened based upon desirable qualifications and relevant experience. Only the most qualified applicants will be scheduled for interviews. All applicants will be placed in a talent bank for future consideration.

AN EQUAL OPPORTUNITY EMPLOYER

The Douglas Forest Protective Association does not discriminate based on race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy. DFPA is an equal opportunity/equal access employer fully committed to achieving a diverse workforce and complies with all federal and Oregon state laws and regulations regarding non-discrimination.