



United States Department of Agriculture
Forest Service



Fire Management Outreach Notice

Permanent-Full Time Positions

The National Forests in North Carolina is recruiting committed, hardworking, highly skilled, and motivated individuals to join our fire team! These potential employees will perform work in wildland fire suppression as well as prescribed fire and fuels management. The fire and aviation program in NC is challenging and very rewarding and requires talented people in a variety of specialized positions including dispatch, engine crews, fire & fuels management, helitack, and heavy equipment. The purpose of this Outreach notice is to notify potential candidates that we are looking to hire multiple positions.

Our duty locations are as follows:

- Croatan National Forest – New Bern, NC
- Uwharrie National Forest – Troy, NC
- Pisgah National Forest
 - Pisgah Ranger District – Pisgah Forest, NC
 - Appalachian Ranger District – Mars Hill, NC
 - Grandfather Ranger District – Nebo, NC
- Nantahala National Forest
 - Nantahala Ranger District – Franklin, NC
 - Tusquitee Ranger District – Murphy, NC
 - Cheoah Ranger District – Robbinsville, NC
- National Forests in North Carolina Supervisors Office – Asheville, NC
- Oconaluftee Job Corps Center – Cherokee, NC



The vacancy announcements for these positions will be posted at <https://www.usajobs.gov/>. These are regional vacancy announcements. This is a Centralized Hiring Event. Vacancy announcements will open on August 23, 2024 and close on September 24, 2024.

Important! When applying through www.usajobs.gov applicants are encouraged to apply for multiple locations (where they would accept a position if offered), even if positions for certain locations in which you are interested are not listed as vacant. Vacancies may occur during the hiring process and could be filled during Selection Week.

About the Forests:

The Nantahala, Pisgah, Uwharrie, and Croatan National Forests make up the National Forests in North Carolina. Combined, the National Forests in North Carolina are among the most visited National Forest units in the nation. The four national forests encompass 1.25 million acres, featuring ecosystems that span from the Atlantic Ocean to the Tennessee state line. The east-west distance is nearly 500 miles and involves true coastal plain forests on the Croatan, rolling hills in the Piedmont region on the Uwharrie, and some of the highest and most rugged peaks of the Southern Appalachians on the Nantahala and Pisgah. The Supervisor's Office is located in Asheville, in the western part of the state. Asheville is considered the economic and cultural hub of western NC, and contains almost limitless outdoor opportunities, a vibrant downtown with arts, crafts, street festivals and a significant craft brewery scene. Health care and educational opportunities are plentiful. There are four distinct weather seasons in North Carolina, with spring and fall being especially inviting.

The National Forests in North Carolina contain an abundance of natural resources, from water to timber to significant numbers of T and E species. Fire plays a critical role in protecting and enhancing many of these species, such as longleaf pine, pitcher plant, Venus Flytrap and Table Mountain pine. The mountain forests of western North Carolina contain some of the most biologically diverse and fragile ecosystems in the country. Prescribed fire is being reintroduced to many of these areas on an increasing scale, and applicants selected for these positions will be involved with an exciting opportunity to be part of a team that helps create positive change to the landscapes of North Carolina. In recent years, prescribed fire acreage on the National Forests in NC have averaged 30 to 40 thousand acres per year. The expectation is that these acreages will continue to expand in the future.

As for wildfire suppression, The National Forests in North Carolina typically respond to 100 to 125 wildfires per year, and many involve or threaten private land. Many of these fires will involve cooperators, such as the NC Forest Service and local VFD's. According to the NC Forest Service and Resist Wildfire.org – North Carolina has the most acres in the entire country that are classified as urban interface/intermix, so development does present significant challenges to both suppression and the prescribed fire program. It is also not uncommon for complex fires to occur that may require the use of Incident Management Teams. Fire season in NC typically occurs in both spring and fall, but fires can and do occur year round.

Outreach Response:

Please respond to the outreach if you are interested in filling a vacant position through the Fire Hire process. Your response is important and highly encouraged. Additional information about the position is available from the contact listed next to each vacant position.

Note: Interagency Fire Program Management (IFPM) and Forest Service – Fire Program Management (FS-FPM) qualifications must be met prior to vacancy closing date.

Current vacancies on the National Forests in North Carolina (NFsNC)

| # of Positions Vacant | District | GS Level | Position | Duty Station | Announcement Number | Local Contact |
|------------------------------|------------------------------------|--------------------|-----------------------------------|---------------------|---|---|
| 1 | NC Interagency Coordination Center | GS 8/9 | Assistant Center Manager | Asheville, NC | 25-FIRE-P1VA-IADISP-89DH | Fred Mascher fred.mascher@usda.gov |
| 1 | Croatan RD | WG 5 | Equipment Operator (Swamper) | New Bern, NC | 25-FIRE-P1VA-EQHLPOR-5DH | David Nelson david.l.nelson@usda.gov |
| 1 | Croatan RD | GS 4/5 | Engine Senior Firefighter | New Bern, NC | 25-FIRE-P1R2389-ENGSRFF-5DH | David Nelson david.l.nelson@usda.gov |
| 1 | Croatan RD | GS 9 | Helicopter Manager | New Bern, NC | 25-FIRE-P1VA-HLTKMGR-9DH | David Nelson david.l.nelson@usda.gov |
| 1 | Cheoah RD | GS 3/4/5 GS-4/5 | WFAP Engine Senior Firefighter | Robbinsville, NC | 25-FIRE-P1R2389-WFAP-345DH 25-FIRE-P1R2389-ENGSREF-5DH | Jodie Baxter joseph.baxter@usda.gov |
| 1 | Cheoah RD | GS-6/7 | Fire Engine Operator | Robbinsville, NC | 25-FIRE-P1R2389-FEOH-67DH | Jodie Baxter joseph.baxter@usda.gov |
| 1 | Grandfather RD | GS 3/4/5 | WFAP | Nebo, NC | 25-FIRE-P1R2389-WFAP-345DH | Jamie Tyson jamie.tyson@usda.gov |
| 1 | Nantahala RD | GS 6/7 | Fire Engine Operator | Franklin, NC | 25-FIRE-P1R2389-FEOH-67DH | Jason Boone jason.boone@usda.gov |
| 1 | Pisgah RD | GS 5/6 | Assistant Fire Engine Operator | Pisgah Forest, NC | 25-FIRE-P1R2389-AFEO-56DH | Chase Frisbee randall.frisbee@usda.gov |
| 1 | Appalachian RD | GS 8/9 | AFMO Fuels | Mars Hill, NC | 25-FIRE-P1R2389-DFUEL-89DH | David McFee david.mcfee@usda.gov |
| 1 | Uwharrie RD | GS 8/9 | AFMO (Moderate) | Troy, NC | 25-FIRE-P1VA-DZAFMOM-89H | Jeff Greene jeffery.greene@usda.gov |
| 1 | NFsNC SO | GS 5/6 | IHC Lead Handcrew 18/8 | Asheville, NC | 25-FIRE-P1R2389-HCREW-56DH | Luis Gutierrez luis.gutierrez@usda.gov |
| 1 | NFsNC SO | GS 6/7 | IHC Squad Leader | Asheville, NC | 25-FIRE-P1VA-IHCSQLR-67DH | Luis Gutierrez luis.gutierrez@usda.gov |
| 1 | Oconaluftee Job Corps | GS 6/7 | Supervisory Handcrew (Mod) | Cherokee, NC | 25-FIRE-P1VA-CREWSUP-67DH | Michael Good michael.good@usda.gov |

How to Apply:

Please print and read the entire announcement and all the instructions before you begin.

You must complete the application process and submit all required documents electronically by 11:59 p.m. Eastern Time (ET) on the cut-off date or closing date of the announcement. Assistance is available during business hours (normally 8:00 a.m. - 5:00 p.m., Monday - Friday). Applying online is highly encouraged. If applying online poses a hardship, please contact FS HRM Contact Center Phone: 877-372-7248 Option 2 well before the closing date for an alternate method. All hardship application packages with supporting documents must be received no later than noon on the closing date of the announcement in order to be entered into the system prior to its closing. This agency provides reasonable accommodation to applicants with disabilities on a case-by-case basis. Please contact FS HRM Contact Center if you require this for any part of the application and hiring process.

- ✓ Step 1 – Create a USAJOBS account
(If you do not already have one) at www.usajobs.gov. It is recommended that as part of your profile you set up automatic email notification to be informed when the status of your application changes. If you choose not to set up this automatic notification, then you will have to log into your USAJOBS account to check on the status of your application.
- ✓ Step 2 - Create a Resume with USAJOBS or upload a Resume into your USAJOBS account. You may want to customize your resume to ensure it documents duties and accomplishments you have gained that are directly related to this position in order to verify that qualifications are met. In addition, your resume must support your responses to the online questionnaire (you may preview the online questionnaire by clicking on the link at the end of the How You Will Be Evaluated section of the job announcement).
- ✓ Step 3 - Click "Apply Online"
Follow the prompts to complete the Occupational Questionnaire and attach any additional documents that may be required. You can update your application or documents anytime while the announcement is open. Simply log into your USAJOBS account and click on "Application Status." Click on the position title, and then select "Update Application" to continue.

The following documents must be submitted to constitute a complete **application** package. It is your responsibility to ensure that all required documents are received within the required timeframes. Our office cannot be responsible for incompatible software, delays in the mail service etc. Failure to submit required, legible documents will result in elimination from consideration.

- **Resume** that includes the following information: 1) job information for which you are applying; 2) personal information; 3) education; 4) work experience; and 5) other qualifications (including IQCS Master Record).
- **College Transcripts** if education is required for meeting basic qualifications and/or you are substituting education for specialized experience. An unofficial copy is sufficient with the application, however, if selected, an official college transcript will be required.

- **DD-214** (Member 4 Copy) and/or SF-15 Application for 10-point Veteran Preference if claiming Veterans' Preference or eligibility for appointment under the VRA, VEOA, or 30% Disabled Veterans hiring authority.
- **SF-50** Notification of Personnel Action if you are a current or former Federal employee that will verify your federal status, position title, series, and grade. FSA County employees must provide the most recent notification of Personnel Action (Form SF-50-B or FSA-50) that verifies permanent status. Also provide the SF- 50 that reflects the highest grade level held on a permanent basis or the full performance level of your current position, whichever is higher.
- **Annual Performance Appraisal** if you are a current Federal employee. Submit the most recently completed annual performance appraisal (dated within 18 months) which identifies the employee's official rating of record, signed by the supervisor, or a statement advising why the performance appraisal is unavailable. Do not submit a performance plan.
- **Certification of Disability** if you are eligible for appointment based on a disability under the Schedule A hiring authority. This certification can be documented by a counselor from a State Vocational Rehabilitation Agency or the Vocational Rehabilitation and Employment Service of the Department of Veterans Affairs; by a statement or letter on a physician/medical professionals' letterhead stationery; or by statements, records, or letters from a Federal Government agency that issues or provides disability benefits. The certification must verify the applicant has a severe disability, is eligible under a Schedule A appointment authority, and he or she is able to perform the essential duties of the position. The certification must also describe any needed reasonable accommodation. You can review additional information at: [Federal Employment of People with Disabilities](#) of People with Disabilities.
- **Proof of Eligibility** if you are eligible for appointment based on service in the Peace Corps, Vista, Action Cooperative, or another special authority.
- **CTAP/ICTAP documentation** if separated from Federal service or pending separation based on a reduction in force (RIF) or other management workforce reduction action. Proof of eligibility must include a separation notice or Certificate of Expected Separation, SF-50 that documents the RIF separation action or most recent SF-50 (that is not an award), and latest performance appraisal (dated within the last 18 months) or a statement advising why one is unavailable.
- **IQCS Master Record** showing your training and qualifications for the position. If an IQCS Master Record is not available, some form of documented proof of training and qualifications will be needed for most positions.

NOTE: If a document is resubmitted, it replaces the previous submission, which means the previous document is no longer available to the Human Resources Office. If you are adding to, rather than replacing a previous submission, you must upload both the old document and the new document.

Agency Contact Information:

HRM Contact Center
 Phone: 877-372-7248 Option 2
 TDD: 800-877-8339
 Email: hrm_contact_center@usda.gov
 Agency Information: USDA Forest Service

Do not mail in applications. See instructions on How to Apply.

Things to keep in mind when applying:

- Vacancy Announcements on USAJobs will give examples of the specialized experience for each position advertised. Ensure your resume matches the listed specialized experience requirement in plain language. This should be listed under a work experience that shows title, series, grade, and time period performed so that HR can properly credit. Ensure all SF-50's showing on-boarding /off-boarding and performance for each time period or statement as to why missing that time period is properly loaded into USA Jobs.
- Ensure all required documents listed in the vacancy announcement are attached to your application.
- Allow yourself plenty of time to apply for positions. The eRecruit system closes all announcements at midnight Eastern on closing date.
- Print and read the entire vacancy announcement to ensure you have included all required information and documents.
- Ensure you have a current IQCS Master Record (For Fire Positions Only)

Other places to have questions answered or get further information:

- FS Videos: [Welcome to the Forest Service: Applying for a Job](#)
- Search “Land Management” on www.USAJOBS.gov to find more information about the LMWFA Hiring Authority.
 - USA Jobs YouTube Videos: [How to Apply for Federal Jobs](#)
 - Information about different positions. [Careers in Wildland Fire](#)
 - Apprentice information. [Wildland Firefighter Apprentices](#)

In accordance with USDA Department Regulation 4430-792-2, this position is a Testing Designated Position (TDP) under the USDA Drug Free Workplace Program and subject to pre-employment drug testing. All applicants selected for this position will be required to submit to a urinalysis to screen for illegal drug use prior to appointment. Incumbents of this position will be required to submit to a urinalysis on an ongoing random basis, after appointment as directed.



United States Department of Agriculture
Forest Service



OUTREACH RESPONSE FORM NATIONAL FORESTS IN NORTH CAROLINA

Submit this Outreach Response Form to the listed contact on or before **September 24, 2024**.

| | | | | | | |
|--|------------------------------------|------------------------------------|-------------------------------|------------------------------|-----------------------------------|--------------------------------|
| Position & Location Interested in | | | | | | |
| Your Full Name | | | | | | |
| Telephone Number | | | | | | |
| Email Address | | | | | | |
| Mailing Address | | | | | | |
| Current Position Title | | | | | | |
| Current Red Card Qualifications | | | | | | |
| Are you currently a Federal/State Employee | Yes <input type="radio"/> | | | No <input type="radio"/> | | |
| If you are a Current Federal/State Employee complete | | | | | | |
| Current Agency/State | USFS <input type="radio"/> | BLM <input type="radio"/> | FWS <input type="radio"/> | NPS <input type="radio"/> | State <input type="radio"/> | Other <input type="radio"/> |
| Current Appointment | Permanent <input type="radio"/> | Temporary <input type="radio"/> | Term <input type="radio"/> | VRA <input type="radio"/> | Pathways <input type="radio"/> | Other <input type="radio"/> |
| Current Federal Employees Position Information | | | | | | |
| Forest | | | | Region | | |
| Position Title | | | | Series | | |
| District | | | | Grade | | |

Thank you for your interest in employment with the USDA Forest Service National Forests in North Carolina.
USDA is an equal opportunity provider, employer, and lender.