****

**RECRUITMENT NOTICE**

**USDA Forest Service**

**El Yunque National Forest**

**GS-462/018/301-5/7/9/11, Forestry Technician (Fire Dispatch)/Safety and Occupational Health Specialist/Program Specialist**

**Outreach for permanent placement**

**This notice is being circulated to inform prospective applicants of this upcoming opportunity and to determine the level of interest in the position and how we may choose to advertise it.**

El Yunque National Forest (EYNF), located in Rio Grande, Puerto Rico will soon be advertising and filling a permanent position as the Forest Fire Program Manager/Safety Officer. This position will serve the Forest working as the main contact for fire crews and safety on the Forest. This person will also be responsible for organizing all fire/safety training on the Forest. Incumbent also promotes and assists in the management and administration of the Forest’s Safety and Health Program. Being bi-lingual (English/Spanish) is not required but would be helpful.

**Outreach Response:**

**You may contact Elba Garcia at 787-888-5546 for more information. Outreach response form must be filled and sent to** [**elbagarcia@fs.fed.us**](mailto:elbagarcia@fs.fed.us) **or you can respond directly through the Forest Service outreach database. All responses should be received on or before October 9th.**

**Location:**

This position will be located in Rio Grande, PR.

**Major Duties:**

**Fire -** Provides fire program management for the Forest. Identifies shortages of critical resources and provides information for determining allocation and priority setting for these critical resources relating to personnel, crews, equipment, and supplies. Works closely with regional dispatch and fire management staff to track and monitor commitment and availability of resources, and maintains a system to status and prioritize incidents and resource allocation. Prepares and conducts written and verbal briefings for agency administrators, multi-agency coordination groups, political representatives, and other specific interest groups. May serve on agency and interagency committees, attends meetings and conferences, and instructs training sessions.

Assist in the development of Intelligence Section planning documents, including operating plans, public affairs plans, communication plans and related sections in the Area Mobilization Guide. Provide user training and oversight for the ICS-209, WFDSS, and other reporting programs May represent the Geographical Area when providing incident information to the news media and general public. May provide operational oversight, guidance, and limited supervision for intelligence support personnel during emergency 24-hour/7 days-per-week sustained operations.

Implement the collection of daily incident situation reports, consolidation of reports, and preparation of any Forest incident situation report. Disseminates reports to cooperating agencies and maintains continual provision of intelligence through verbal and written communications, which is used to determine resource availability, resource movement, and potential problem situations on a regional and national basis. Prepares daily briefings to include information on large, multiple or complex incidents, resource availability, and other significant or major events. Assists with evaluating existing data management programs, develops reporting formats, procedures, equipment and operations. Creates, utilizes, and maintains various computer programs and files in agency specific computer systems such as the National Fire Danger Rating System (NFDRS), FAMWEB, Weather Information Management System (WIMS), ROSS, and provides appropriate information and assistance to users in the geographical area.

Assists in the review and prepares policy statements, instruction memorandums, information bulletins, manual supplements, handbooks, operational plans, and guides pertaining to interagency dispatching and intelligence operations. Proposed solutions have a continuing effect on forestry programs in a given area. Represent all agencies when dealing with news media, general public, and other non-affiliated agencies with fire management interests.

**Safety -** Incumbent has primary responsibility for planning, managing, organizing, budgeting, and directing the Forest safety and occupational health program. Implements policies and work practices that will ensure safe, healthful, and efficient operations for permanent and seasonal employees, volunteers, contractors, and the visiting public. Conducts strategic planning related to development of annual action plans and budget development. Annual action plans address reduction of hazards identified during inspections and evaluations, to reduce accident trends, and to implement various initiatives.

Interprets and applies rules and regulations established by the Forest Service, Department of Agriculture, Department of Labor, National Fire Protection Association, and other regulatory and standardizing agencies. Determines and interprets required new measures to control and eliminate hazards to employees, equipment, and materials. Examines new OSHA standards and agency directives and adapts them for implementation. Identifies the need for supplemental policies and works with the Regional Safety Manager to provide them.

Provides technical expertise to managers with regard to risk factors associated with Forest activities. Analyze unsafe conditions and operations in response to employee complaints and supervisory requests. Provide recommendations for abatements to the supervisor and management team. Examine pertinent contract, manual supplements, and unit policy clauses, terms, and specifications to determine employee and visitor compliance while conducting local inspections and reviews.

Interviews witnesses, performs accident investigations and participates as part of an accident investigation team to determine cause and corrective actions to reduce loss to the Government. Recommends appropriate changes and prepares appropriate reports. Manages and utilizes agency safety management automated databases. Incumbent inputs and retrieves safety data and analyzes and develops incident trends from the data. Provides management with recommendations for corrections and changes.

Develops, directs, and/or conducts safety training programs for managers, supervisors, and employees that include the following areas: safety orientation, employee safety rights and responsibilities, accident prevention, First responder Awareness, Motor Vehicle Safety, equipment operation, Employee Right-to-Know, Blood borne Pathogens, and risk management.

Knowledge required by the Position

* Knowledge of fire management computer programs such as Resource Order Status System (ROSS); the National Fire Danger Rating System (NFDRS); National Incident Management System (NIMS); Incident Command System (ICS); National Interagency Fire Qualification System; wildland fire analysis documentation and Decision Support System (WFDDS); computer operations for data entry, storage and retrieval; and weather reporting programs to use and maintain these systems.
* Knowledge of and experience in firefighting techniques and practices, use of equipment, and other resources used for wildland fire management, including support needs, communications, and safety precautions sufficient to (1) perform logistics coordination functions for a variety of agencies with varying internal procedures, and (2) devise alternative dispatch procedures to supplement pre-planned guides to meet the needs of the fire management/prescribed fire organization during fire occurrence periods.
* Knowledge of firefighting organizations, terminology, techniques, and resources used in wildland and prescribed fire management in order to work closely with regional dispatch and Forest staff and prepare written and verbal briefings. As well as knowledge of organizational structures and procedures of federal agencies, state agencies, and cooperators for specific policies and laws affecting and determining cooperative fire management agreements.
* Knowledge of other agency policies and emergency procedures, including search and rescue, natural disasters, and fire trespass incidents; and addressing communications, contracting, procurement, and safety considerations.
* Ability to communicate effectively (preferably in English and Spanish), both orally and in writing, as well as possessing a working knowledge of terminology used by the agencies.
* Knowledge of and ability to interpret OSHA regulations, and related safety management standards for the Department of Agriculture, and the Forest Service, and other safety management codes, regulations and standards applicable to various operations. Knowledge of job hazard analysis and other analytical techniques sufficient to perform mishap investigations and identify casual factors through interviews, study of the sequence of mishap events and environmental circumstances and by review of employee training records.
* Knowledge of communication and human relations skills sufficient to encourage, persuade, and influence supervisors, managers, employees, volunteers, and contractors from diverse backgrounds to observe safety and occupational health regulations and policies. Knowledge of instructional techniques sufficient to provide awareness level training to employees, supervisors, and managers in safety and occupational health topics such as hearing conservation, respiratory protection, risk management, and employee rights and responsibilities.
* Ability to utilize a computer for word processing and database management to generate written trend analyses and reports. Knowledge of statistical analysis to generate recommendations based on outcomes of analyses.

**The Forest:**

El Yunque National Forest, is located 40 km southeast of the capital (San Juan). It gets its name from an Indian spirit Yuquiye, which is also the name of one of the mountains that dominates the 28,000 acres tropical forest (75% of Puerto Rock virgin forest is here). It is the only tropical rain forest in the U.S. National Forest System. Originally set aside in 1876 by the Spanish Crown, the Forest represents one of the oldest reserves in the Western Hemisphere. With over 240 species (26 species are found nowhere else) of trees and plants, give reason to the government of Puerto Rico to spend a great deal of money to preserve floral species and animals that are on the verge of extinction.

[](http://www.iit.edu/~PR/pr.html)The Forest contains rare wildlife including the Puerto Rican Parrot, which is one of the ten most endangered species of birds in the world. Its scientific name is Amazona vitatta. Its primary habitat is the upper zones of the Luquillo Mountains. Approximately 50 other bird species are found on the Forest.

El Yunque N.F. is the rainiest of all the National Forests with up to 240 inches per year. More than 100 billion gallons of rainwater fall on the Forest per year. The climate is frost-free and ranges in moisture from semi-desert to rain forest conditions within very short distances. There are strong easterly trade winds and cool weather is normal at the higher elevations. El Yunque is part of the Luquillo range and is divided into four forest types: Tabonuco Forest, Palo Colorado Forest, Palma Sierra Forest, and Cloud Forest. In December, 2005, the President signed into law the Caribbean National Forest Act which designated 10,000 acres of the forest as the El Toro Wilderness Area, the first wilderness area to be designated in a tropical rainforest.

**Puerto Rico:**

For such a small island, Puerto Rico has a lot of history. Epic battles were fought at land and sea between massive armadas in an attempt to steal Puerto Rico from the Spanish. Kings and Queens from all over the world visited the island just to catch a glimpse of its beauty and many explorers voyaged in hopes of bringing knowledge and riches back to their home countries.

Because of its prime location in the world, Puerto Rican culture is the product of a fusion between Taíno indian, African slave, and Spanish colonial influences. Year-round religious-based festivals, deeply rooted in tradition, are a perfect window into Spain's influence on modern day Puerto Rico. The lyrics and the beating of the drums of a salsa, bomba and plena song evoke crystal clear images of the hardships of the African slaves. The liveliness of the spices in modern cuisine is reminiscent of the first meals of the Taínos. These influences are as alive in Puerto Rico today as they were in our beginning, some five centuries ago.

Puerto Rico is a self-governing commonwealth in association with the United States. The chief of state is the President of the United States of America. The head of government is an elected Governor. There are two legislative chambers: the House of Representatives, 51 seats, and the Senate, 27 seats. Puerto Rican institutions control internal affairs unless U.S. law is involved, as in matters of public health and pollution.

This subtropical island has developed into the only Caribbean island where industry and commerce has exceeded primary agricultural production. Economically Puerto Rico has a greater variety of industrial, commercial, and financial service activities and a better-developed transportation network than other Caribbean islands. Statistics show that it has some of the most favorable economic and demographic conditions in Latin America and the Caribbean.

**For additional information, check out the following web sites…….**

**>>** [**http://www.caribbeanbusinesspr.com/about\_puerto\_rico/eng/index.php**](http://www.caribbeanbusinesspr.com/about_puerto_rico/eng/index.php)

**>>** [**http://welcome.topuertorico.org/index.shtml**](http://welcome.topuertorico.org/index.shtml)

**>>** [**http://www.seepuertorico.com/**](http://www.seepuertorico.com/)

**>>** [**http://www.meetpuertorico.com/Index.html**](http://www.meetpuertorico.com/Index.html)

**>>** [**http://www.fs.usda.gov/elyunque**](http://www.fs.usda.gov/elyunque)

**OUTREACH RESPONSE FORM**

**Southern Region, USDA Forest Service**

**El Yunque National Forest**

**GS -0404-05/06/07**

**Biological Science Technician (Natural Resources)**

Duty Location: Rio Grande, P.R.

**If you are interested in this opportunity, please let us know by returning the reply form before: October 9, 2015.**

Send your notice to: Elba Garcia

**Email: elbagarcia@fs.fed.us**

|  |
| --- |
|  |

NAME:

|  |
| --- |
|  |

E-MAIL ADDRESS:

|  |
| --- |
|  |

MAILING ADDRESS:

|  |
| --- |
|  |

TELEPHONE NUMBER:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | USFS |  |  | OTHER – Please List |

AGENCY EMPLOYED WITH:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | PERMANENT |  | TEMPORARY |  | TERM |

TYPE OF APPOINTMENT:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | VRA |  | PWD |  | OTHER |

|  |  |  |  |
| --- | --- | --- | --- |
|  | REGION |  | FOREST/LOCATION |

CURRENT:

|  |  |
| --- | --- |
|  | DISTRICT |

|  |  |  |  |
| --- | --- | --- | --- |
|  | SERIES |  | GRADE |

CURRENT:

|  |  |
| --- | --- |
|  | POSITION TITLE |

CURRENT:

HOW DID YOU FIND OUT ABOUT THIS OUTREACH NOTICE?

|  |
| --- |
|  |

**Thank you for your interest in our Vacancy!**