

# USDA FOREST SERVICE PACIFIC NORTHWEST REGION

## Outreach Notice Umpqua National Forest



### Temporary Seasonal **FIRE** Opportunities For the 2023 Fire Season

The Umpqua National Forest is planning to fill several temporary FIRE positions including Fire Fighting (Hand Crews Engine Crew), Dispatchers, Preventions and Lookouts at multiple duty locations. These temporary positions can start as early as May 15th and usually end by mid-October. These positions are hired under the GS-3/4/5 Forestry Technician (Fire) and may include; Hotshot /Hand crew, Engine Crew, Prevention, Look-out and Dispatch. Dispatch also has a non-fire PD titled Equipment Automotive Dispatcher.

To be considered for jobs on the Umpqua National Forest, you will need to select one or more of the following Oregon locations in USA Jobs when you submit a job application: **Cottage Grove, Glide, Idleyld Park (Diamond Lake), Tiller or Roseburg.**

**It is also important to select "Location Negotiable" if you want to be considered for other duty locations beside your preferred location. You may select up to 10 duty locations for the same position for consideration; by checking the "Location Negotiable" box – you may be considered for duty locations beyond the 10 you selected.**

The Bipartisan Infrastructure Law provides a supplemental salary increase of \$20,000 per year, or 50% of base salary (whichever is less), for wildland firefighters employed by the U.S. Forest Service.

**For our location – hourly rates for the following GS levels are:**

**GS-03-01 = \$20.67/hr**

**GS-04-01 = \$23.20/hr**

**GS-05-01 = \$25.95/hr**

You can read more about this in the [Inside the Forest Service article: Update: Wildland firefighter pay, classification in infrastructure law](#). Review the [Frequently Asked Questions \(FAQs\)](#) for more information.

Job announcements will be posted in USA Jobs on **January 12, 2023, and close on January 19<sup>th</sup>, 2023 at 11:59 PM EST**. This outreach notice will be updated and **re-posted once announcement numbers are generated**.

Applicants may apply for these jobs through the USA Jobs website at <https://www.usajobs.gov>. Applicants are encouraged to read the vacancy announcements thoroughly for specific information about job requirements, how to apply, and most importantly, points of contact and phone numbers for more detailed guidance on available positions. Having a simple, completed resume is very helpful prior to starting the online application.

For more information about the application process and to search for job opportunities, please visit the following website: <https://www.fs.fed.us/working-with-us/jobs>

POSITION TITLE / SERIES / GRADE	ANNOUNCEMENT NUMBER	DUTY LOCATIONS (ALL WITHIN OREGON)
GS-0462-05-Forestry Technician (Fire)	23-TEMPF4-R6-3869-5DH	US/OR – Tiller, *Glide, Roseburg, Cottage Grove, *Idleld Park
GS-0462-04-Forestry Technician (Fire)	23-TEMPF4-R6-0003-4DH	US/OR – Tiller, *Glide, Roseburg, Cottage Grove, *Idleld Park
GS-0462-03-Forestry Aid (Fire)	23-TEMPF4-R6-3867-3DH	US/OR – Tiller, *Glide, Roseburg, Cottage Grove, *Idleld Park
GS-0462-05-Forestry Technician (Hotshot/Handcrew)	23-TEMPF4-R6-2037-5DH	US/OR - Roseburg
GS-0462-04-Forestry Technician (Hotshot/Handcrew)	23-TEMPF4-R6-2036-4DH	US/OR - Roseburg
GS-0462-05-Forestry Technician (Fire Dispatch)	23-TEMPF4-R6-0936-5DH	US/OR - Roseburg
GS-0462-04-Forestry Technician (Fire Dispatch)	23-TEMPF4-R6-0935-4DH	US/OR - Roseburg
GS-2151-04-Automotive Equipment Dispatcher (Logistics) Non-Fire PD	23-TEMP4-R6-2854-4DT-NB	US/OR - Roseburg
GS-2151-05-Automotive Equipment Dispatcher (Logistics) Non-Fire PD	23-TEMP4-R6-2855-5DT-SC	US/OR - Roseburg
GS-0462-05-Forestry Technician (Lookout)		
GS-0462-04-Forestry Technician (Lookout)		

**\*Denotes that Duty Location can be interchangeable for these two sites**

The following Hiring Managers are listed below with applicable duty locations, please contact for information.

Name	Email	Title	Phone	Duty Locations
Fhurer Orejuela AFMO N. Zone	<a href="mailto:Fhurer.orejuela@usda.gov">Fhurer.orejuela@usda.gov</a>	Hiring Manager Fire	541-496-3532	Cottage Grove, Glide, OR Roseburg, OR (Engine)
Brian Smith AFMO N. Zone	<a href="mailto:brian.smith5@usda.gov">brian.smith5@usda.gov</a>	Hiring Manager Fire	971-678-9889	Idleld Park, OR (Diamond Lake)
Dustin Thompson Engine Capt.	<a href="mailto:dustin.thompson@usda.gov">dustin.thompson@usda.gov</a>	Hiring Manager Fire	541-825-3123	Tiller, OR
Jake Garate IHC Superintendent	<a href="mailto:Jacobe.Garate@usda.gov">Jacobe.Garate@usda.gov</a>	Hiring Manager IHC	541-496-3542	Roseburg, OR
Kaleigh Johnson Center Manager	<a href="mailto:Kaleigh.Johnson@usda.gov">Kaleigh.Johnson@usda.gov</a>	Hiring Manager Dispatch	541-957-3303	Roseburg, OR

## The Process and Timeline

**December 21, 2022** – Outreach begins. Information is available on the USFS Outreach Notification web page at [U.S. Forest Service Employment Outreach \(gdcii.com\)](https://www.usfs.gov/USFS-Outreach-Notification)

**January 12<sup>th</sup>, 2023** – Vacancy announcements will be activated in [USAJobs](https://www.usajobs.gov).

**January 19<sup>th</sup>, 2023** – Application deadline, 11:59 EST. Apply through [www.usajobs.gov](https://www.usajobs.gov). Applicants are encouraged to apply for multiple locations (only where they would accept a position if offered) and check Location Negotiable to be considered for locations beyond your primary 10 selected.

**March 1, 2023 – March 30, 2023** – Selections. Representatives from the Umpqua National Forest will make recommendations for hiring. Candidates selected will be notified by a Umpqua National Forest representative by phone. Those not selected should check your USAJobs account for status updates. During the selection week candidates will be given 12 hours to respond to voicemails or emails from the recommending officials. It is highly encouraged to be available via phone during this time.

**Mid-June** – Earliest possible start date (EOD) is **June 18th, 2023 (PP 13)**.

### **Who May Apply:**

Applications will be accepted from any U.S. citizen, 18 years or older.

## How to Apply:

Please print and read the entire announcement and all the instructions in USAJOBS before you begin. **Ensure you completely read and address specialized experience in your resume as denoted in "how you will be evaluated".**

You must complete the application process and submit all required documents electronically by 8:59 p.m. Pacific Time (ET) on the cut-off date or closing date of the announcement. Assistance is available during business hours (normally 8:00 a.m. - 4:00 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 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.

### **Step1 – Create a Login.gov account**

If you already have an account, skip to Step 2). You must create a login.gov account to sign in to USAJOBS. The service login.gov offers secure and private online access to government programs. To create a login.gov account, visit <https://www.login.gov/help/>

### **Step2 – Create a USAJOBS account**

(If you do not already have one) at [www.usajobs.gov](https://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 3 - 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 4 - 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 with dates worked in following format MM/DD/YEAR; and 5) other qualifications.
- **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.
- **References**, please include references with your resume. Please provide **Name, phone number** and **current email address**

*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](mailto: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 required documents listed in the vacancy announcement are attached to your application.
- Allow yourself plenty of time to apply for positions. The USAStaffing 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.

#### Other places to have questions answered or get further information:

- FS Videos: [Welcome to the Forest Service: Applying for a Job](#)
- USA Jobs YouTube Videos: [How to Apply for Federal Jobs](#)

## Working on the Umpqua National Forest

The Umpqua National Forest covers nearly one million acres along the western slopes of the Cascade Mountains in Southwest Oregon. The Forest encompasses a diverse area of sparkling rivers and lakes, deep canyons, and rugged mountains up to 9,200 feet in elevation. The Umpqua produces a wealth of water resources, forest, wildlife, fish habitat, minerals, and outdoor recreation opportunities. Visitors discover a diverse place of thundering waters, high mountain lakes, heart-stopping rapids, and peaceful ponds. The Forest is characterized by its many waterfalls, acres of native forest, three wildernesses, and the Oregon Cascades Recreation Area. Also within the Umpqua is the Diamond Lake Recreation Composite, one of the largest developed recreational facilities within the Forest Service. About 75% of the Forest is within the Umpqua Basin, which is also the boundaries of Douglas County. The Forest comprises 25% of Douglas County.



### **NORTH ZONE**

The **North Zone** is comprised of the Cottage Grove, North Umpqua and Diamond Lake Ranger District Boundaries. The resources on the zone include:

#### **Roseburg, OR:**

1 Type 4 Engine                      1 Type 1 IHC (Wolf Creek Hot Shots)

#### **Cottage Grove, OR:**

1 Lookout

#### **Glide, OR (North Umpqua):**

2 Type 4 Engines (\*\*\*)

#### **Idleyld Park, OR (Diamond Lake R.D.):**

1 Type 4 Engines (\*\*\*)

1 Type 3 Engine

1 Type 2IA Crew (\*\*\*)

**(\*\*\*) applicants who apply to these positions have a choice of duty location. You can choose either Glide, OR or Idleyld Park, OR - BOTH have Government Housing Availability**

The **Cottage Grove Ranger District** is the northern most unit. The Fire Lookout is the only resource staffed at this location. Government housing doesn't exist near the ranger station, which is located two miles east of the center of Cottage Grove and 20 minutes south of Eugene (plenty of services in both towns). One government house is available on a limited basis 17 miles from the office.



The **North Umpqua Ranger District** is located in **Glide**, 20 minutes east of Roseburg. While no government housing exists next to the ranger station, it is available at the Steamboat Compound 20 minutes East of Glide on the North Umpqua River. Glide has a convenience store, Dollar General, post office, a few restaurants, churches, and schools.



The **Diamond Lake Ranger District** office is located in **Toketee**, 60 miles east of Roseburg and 40 miles east of Glide. In [USAJobs](#), *the duty station is listed as Idleyld Park, OR*. Government housing is available on the Toketee Compound, just minutes' walk from the office. You can walk to Toketee Reservoir for boating and fishing. This duty station is in the heart of the Forest with plenty of recreation opportunities just minutes away. It is 65 miles to the nearest full-service grocery store or medical services.

## **SOUTH ZONE**

**Tiller Ranger District** is the forests southernmost unit. Tiller hosts the following resources:

- 2- Type 3 Engines
- 1 - Type 6 Engine
- 1 - Type 2 IA Crew



Government housing may be available and is less than a mile from the district office. There is no cell phone service, but Wi-Fi is available. Tiller has one small convenience store, a café and a post office. It's a 30-minute drive to Canyonville or Shady Cove **which have a full-service** grocery store and limited medical services, and 60 minutes to Roseburg or Medford.

The **Supervisor's Office (S.O.) & Service Center** is in Roseburg, population 25,000, which offers multiple stores, restaurants, churches, theaters, clubs, and other services. **Centralized dispatch** – Roseburg Interagency Communication Center is in the S.O., which also houses two other federal agencies. An **Engine** and **Wolf Creek IHC** is also stationed in **Roseburg at our Service Center. No government housing is available.**

## **NON-DISCRIMINATION STATEMENT**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov) .

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# Outreach Notice Reply

If you are interested in any of these positions, please complete the following information **by January 19th, 2022**, and email to the **respective contacts (listed above) for the duty location (s) you're applying for if you applied for one of the listed vacancies.** **Note that the announcements are ONLY open from January 12th - thru January 19<sup>th</sup>, 2023**

**Please respond to the outreach if you are interested in obtaining one of these positions.** Your response is important in allowing supervisors to know who has applied to their positions and allows you the opportunity to learn more about the position prior to it being filled.

## Personal Information:

Name:

Address:

E-mail:

Phone:

Have you worked as a 1039 seasonal in fire previously? Yes No

If YES, what Agency and location:

Have you attended S-130, S-190(Fire School)? Yes No

Do you have any Red Card Qualifications? Please list \_\_\_\_\_

Do you have other relevant qualifications? \_\_\_\_\_