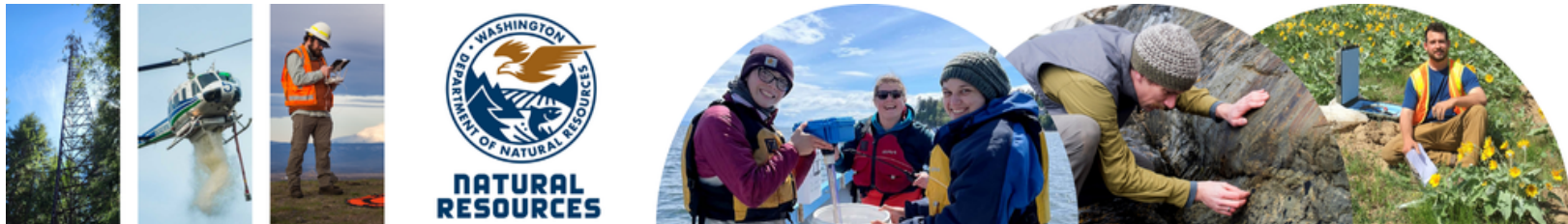




## State of Washington Fire Academy Program Manager, Wildland Fire Program Coordinator 2 (WFPC2)

<b>SALARY</b>	\$5,812.00 - \$7,817.00 Monthly \$69,744.00 - \$93,804.00 Annually	<b>LOCATION</b>	Thurston County – Olympia, WA
<b>JOB TYPE</b>	Full Time - Permanent	<b>REMOTE EMPLOYMENT</b>	Flexible/Hybrid
<b>JOB NUMBER</b>	2026-2-7846-01040	<b>DEPARTMENT</b>	Dept. of Natural Resources
<b>OPENING DATE</b>	02/04/2026	<b>CLOSING DATE</b>	2/18/2026 11:59 PM Pacific
<b>SALARY INFORMATION</b>	The high end of the salary range, Step M is typically a longevity step		

### Description



**Fire Academy Program Manager, Wildland Fire Program Coordinator 2 (WFPC2)****Recruitment #2026-2-7846****Full-time, Permanent, Represented position (WFSE)****Location: Natural Resources Building - Olympia, WA****Work Hours and Partial Telework flexibility may be available and considered****Salary: \$5,812.00 - \$7,817.00 Monthly**

**Review of applications is ongoing.** We reserve the right to make a hiring decision or close this recruitment at any time after 2/11/26. It is in your best interest to submit materials as soon as possible.

**Want to join something GREAT and make a difference?**

The Department of Natural Resources (DNR) has an exciting opportunity within our Wildfire Management Division as the **Fire Academy Program Manager**.

Do you have a creative, innovative mind? Are you invested in those you teach? Do you like to think outside the box to create fun and engaging learning environments and develop programs that set the example? Then this might be the position for you. This position will plan, organize, and direct DNR's statewide Wildland Fire Academy program, and is responsible for developing and implementing systems to ensure that DNR wildland firefighters and other Washington State and Local government agencies meet national certification requirements. The position will be responsible for evaluating and recommending strategic direction, agency policy, procedures, and guidelines with respect to fire program training needs. For the Academy program to succeed, this position will work closely with DNR Regions and the Division, State Fire Service, and Federal firefighting partners to build continuity, relationships, and keep communication lines open and effective. Understanding and utilizing the Washington State Wildland Fire Protection 10-year Strategic Plan as a supporting foundation will help guide the direction of the program. This position is part of a larger state wildfire training program group that plays a key role in guiding the State's Wildfire Training Program, and will have important contributions to guiding the program into the future. If you're looking for an opportunity to work as part of a great team, have a strong desire to advance Washington's wildfire training program, and create new training opportunities, processes, and procedures, this position offers all of those and more.

## Duties

### Responsibilities:

- Provide initiative-based leadership and strategic oversight of the DNR Interagency Wildland Fire Academy program. Develop and implement training opportunities to ensure that DNR personnel, and those Washington State and Local agencies the DNR is partnered with, will meet incident command system certification

requirements through attendance at DNR wildland fire academies. This includes primary responsibility for implementing annual academy sessions that meet relevant DNR policy and ensuring all performance standards, certification requirements, and training offered at the academies meet DNR and National Wildfire Coordinating Group (NWCG) standards. These academy sessions include in-person and virtual instructor-led (VILT) sessions.

- Develop and implement systems to ensure DNR personnel meet all performance standards, certification requirements, and ensure the academy program procedures and guidance are documented in an Academy Operations Plan.
- Support six Regions in delivering the academy program. Coordinate with team members and other staff available to ensure training needs and opportunities are being met. This includes setting and adjusting program priorities.
- Supervise four Wildland Fire Coordinator 1s who are project leads for each of the academy's services that round out a successful cadre to deliver up to three in-person fire academies, and other training events to include: stand-alone, in-person, and virtual instructor-led training (VILT). Provide leadership and guidance to direct reports on work processes, procedures, and forward progression.
- Conduct analyses and make recommendations for future DNR fire academy budgets. Assesses expenditures on an ongoing basis and makes recommendations for actual and anticipated spending changes according to available funding.
- Propose new and innovative ways to deliver academy training. These might generate cost savings and efficiencies, or new and innovative ways to instruct wildland firefighters.
- Recommend, develop, and implement a succession plan by ensuring that DNR has the appropriate number of academies to serve employees and other agency personnel seeking to gain basic and advanced qualifications in wildland firefighting on a sustained basis. Complete seasonal reports documenting objective achievements over the course of 12 months.
- Maintain accurate data/information about individual DNR employees' fire academy experience, as well as records maintenance and data collection of other agency personnel attending academies.

## Qualifications

### Required Qualifications:

- 5 years' experience in wildland fire activities, suppression, or other closely related natural resource management; OR an equivalent combination of relevant education and/or experience.
- Experience coordinating wildland fire training programs or other complex single or multiday training events.
- Experience leading, planning, and organizing work groups.
- Supervisory experience.
- Working knowledge of wildland fire operations, ICS, NWCG fire training doctrine/training guides, and required training.

- Accustomed to working with inter-agency fire cooperators.
- Writing and presentation skills.
- Verbal and written communication skills.
- Possesses highly functional organizational skills and the ability to prioritize competing work tasks and demands.
- Proficient in computer skills with MS Office Suite applications (Word, PowerPoint, Excel).
- Ability to think strategically and creatively, be detail-oriented, take initiative, and function in a highly productive unit with little supervision in a team setting.
- Commitment to fostering and supporting an environment that honors diversity, equity, inclusion, and environmental justice practices.
- Perform assigned duties in a manner consistent with applicable laws, regulations, and public records retention and requests are followed.
- DNR Core Competencies:
  - Personal Accountability
  - Value Others
  - Compassionate Communication
  - Inspire Others
  - Commitment to Excellence

**Special Requirements and Conditions of Employment:**

- Office Setting or telework during non-in-person academy season (typically October – March), and field work during the in-person academy season (typically April – June). Field work can include, but is not limited to, multiple-day travel assignments, up to 14 days across Washington State, single day assignments occasionally requiring long shift hours. Field work will be similar for wildfire assignments. This position intermittently requires work outside of normal business hours as well as weekends and holidays. Requires some overnight travel.
- Travel is required, often involving overnight accommodation, which may include staying in tents or hotels, sometimes up to 2 weeks at a time in a base camp setting.
- A current, valid driver's license and two years of driving experience. Additionally, DNR requires state drivers to possess a license that is not suspended, revoked, or restricted (for example, Occupational/Restricted Driver Licenses or requiring ignition interlock devices). This position requires driving as an essential function. Finalists and/or interview candidates will be asked to provide a driving record from all states in which they have held a license during the past three years.

**Desired Qualifications:**

- NWCG Qualified ICT4 OR TFLD (Incident Commander Type 4/Task Force Leader).
- Possess a current NWCG qualification at any Unit Leader level.
- Strong mediation, negotiation, and collaboration skills.

- Experience tracking, maintaining, understanding, and balancing budgets over 2-year cycles.
- Working knowledge of project or event management software.
- Bachelor's degree from an accredited institution or higher in a natural resources or related field.
- Self-motivated with the ability to effectively prioritize among competing tasks and priorities.
- Fireline suppression experience.

**Don't let doubts stop you from applying for this position.** At DNR, we value diversity and inclusion in our organization, and we are looking for the best person for the job. We are invested in acquiring the best and most innovative candidate for the job, and that candidate may be one from a less traditional background. It is important you consider and clearly communicate within your application materials how your education, volunteer work, life skills, and experience transfer to this position and the qualifications. If you have any questions about the qualifications, please contact us at [DNRecruiting@dnr.wa.gov](mailto:DNRecruiting@dnr.wa.gov). Don't hesitate to apply!

## Supplemental Information

**Application Requirements:** Failure to provide the listed documents may result in disqualification. If you have questions or difficulty attaching these documents, please contact [DNRecruiting@dnr.wa.gov](mailto:DNRecruiting@dnr.wa.gov).

- **Apply online:** at [www.careers.wa.gov](http://www.careers.wa.gov) (Click on the APPLY button above).
- **Letter of interest:** describing your specific qualifications for the position and the position required, desired, and special requirements.
- **Resume:** that details your experience and qualifications.
- **References:** References are optional at the time your application is submitted. Finalists will be asked to provide a list of at least 3 professional references with current telephone numbers, including your current or most recent supervisor.
- **Important:** Do not attach any documents that include photos or private information (Social Security number, year of birth, etc.).
- **Complete all supplemental questions.**
- Candidates who move forward in the recruitment process may be contacted via email at [info@governmentjobs.com](mailto:info@governmentjobs.com) with interview information/scheduling instructions. Please monitor the email listed in your application materials and check your junk email folder to ensure you receive those communications.

**Questions?** Please contact Sean Kibbe at [sean.kibbe@dnr.wa.gov](mailto:sean.kibbe@dnr.wa.gov)/360-870-9765 or email us at [DNRecruiting@dnr.wa.gov](mailto:DNRecruiting@dnr.wa.gov).

Persons needing accommodation in the application/testing process or this job announcement in an alternative format may call (360) 522-2500 or email [DNRecruiting@dnr.wa.gov](mailto:DNRecruiting@dnr.wa.gov). Applicants who are deaf or hard of hearing may call

through the [Washington Relay Service](#) by dialing 7-1-1 or 1-800-833-6384.

### **[About the Department of Natural Resources \(DNR\).](#)**

At DNR, we approach our work through the lens of making Washington a better place environmentally and are dedicated to serving Washington's lands and communities through diversity, equity, and inclusion.

**Our Vision** – Our actions ensure a future where Washington's lands, waters, and communities thrive.

**Our Mission** – Manage, sustain, and protect the health and productivity of Washington's lands and waters to meet the needs of present and future generations.

### **Our Core Values:**

- Safety and Well-Being —Our top priority is the safety of the public and our employees.
- Public Service —We value and respect the public we serve, and we value and respect the people of the Department of Natural Resources who step up to serve.
- Innovation and Creative Problem-Solving — We solve our state's most pressing challenges through innovative thinking, dedication, and bold and creative vision.
- Leadership and Teamwork —We are committed to building leaders at all levels and building teams for success.

### **DNR provides excellent benefits, a few of which include:**

- Commitment to organizational health and wellness
- Work/life balance
- DNR Employee Resource Groups (Diversity, Equity and Inclusion Council, Women's Employee Resource Group, Veterans Employee Resource Group, etc.)
- Statewide Employee Business Resource Groups, [visit here to learn more](#)
- Leadership that empowers and supports employees
- Professional development opportunities
- Educational and career development aid
- Public Service Loan Forgiveness Eligibility
- Opportunities to participate in wildland fire suppression assignments
- A comprehensive benefits package includes employer contributions toward health insurance, paid holidays, retirement plans, sick leave, and vacation days. Visit <http://careers.wa.gov/benefits.html> for more information.

### **Additional Information:**

This recruitment may be extended and used to fill future similar vacancies for up to sixty (60) days.

DNR does not use the E-Verify system. For more information, please visit [www.uscis.gov](http://www.uscis.gov).

Veterans wishing to claim Veteran's preference, please attach a copy of your DD-214, NGB-22, or other verification of military service. Please black out your Social Security number before attaching it. We thank you and are grateful for your

service!

Equal Opportunity Employer: The Washington State Department of Natural Resources is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation, and gender identity diversity. Women, racial and ethnic minorities, persons with disability, persons over 40 years of age, veterans, military spouses or people with military status, and people of all sexual orientations and gender identities are encouraged to apply.

Once you submit your online application, you can check your status by logging into your account. If you experience technical difficulties creating, accessing, or completing your application, call 360-664-1960 or 1-877-664-1960 or email [CareersHelp@des.wa.gov](mailto:CareersHelp@des.wa.gov).

Check us out on: [DNR's website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#) | [WordPress](#)

## Benefits

### More than Just a Paycheck!

Employee benefits are not just about the kind of services you get, they are also about how much you may have to pay out of pocket. Washington State offers one of the most competitive benefits packages in the nation.

We understand that your life revolves around more than just your career. Like everyone, your first priority is ensuring that you and your family will maintain health and financial security. That's why choice is a key component of our benefits package. We have a selection of health and retirement plans, paid leave, staff training and other compensation benefits that you can mix and match to meet your current and future needs.

### Read about our benefits:

*The following information describes typical benefits available for full-time employees who are expected to work more than six months. Actual benefits may vary by appointment type or be prorated for other than full-time work (e.g. part-time); view the job posting for benefits details for job types other than full-time.*

**Note:** *If the position offers benefits which differ from the following, the job posting should include the specific benefits.*

### Insurance Benefits

Employees and their families are covered by medical (including vision), dental and basic life insurance. There are



multiple medical plans with affordable monthly premiums that offer coverage throughout the state.

Staff are eligible to enroll each year in a medical flexible spending account which enables them to use tax-deferred dollars toward their health care expenses. Employees are also covered by basic life and long-term disability insurance, with the option to purchase additional coverage amounts.

To view premium rates, coverage choice in your area and how to enroll, please visit the [Public Employees Benefits Board \(PEBB\) website](#). The [Washington Wellness](#) program from the Health Care Authority works with PEBB to support our workplace [wellness programs](#).

[Dependent care assistance](#) allows the employee to save pre-tax dollars for a child or elder care expenses.

Other insurance coverage for auto, boat, home, and renter insurance is available through payroll deduction.

The [Washington State Employee Assistance Program](#) promotes the health and well-being of employees.

### **Retirement and Deferred Compensation**

State Employees are members of the Washington Public Employees' Retirement System (PERS). New employees have the option of two employer contributed retirement programs. For additional information, check out the [Department of Retirement Systems'](#) web site.

Employees also have the ability to participate in the [Deferred Compensation Program](#) (DCP). This is a supplemental retirement savings program (similar to an IRA) that allows you control over the amount of pre-tax salary dollars you defer as well as the flexibility to choose between multiple investment options.

### **Social Security**

All state employees are covered by the federal [Social Security](#) and Medicare systems. The state and the employee pay an equal amount into the system.

### **Public Service Loan Forgiveness**

If you are employed by a government or not-for-profit organization, and meet the qualifying criteria, you may be eligible to receive student loan forgiveness under the [Public Service Loan Forgiveness Program](#).

### **Holidays**

Full-time and part-time employees are entitled to paid holidays and one paid personal holiday per calendar year.



**Note:** Employees who are members of certain Unions may be entitled to additional personal leave day(s), please refer to position specific [Collective Bargaining Agreements](#) for more information.

Full-time employees who work full monthly schedules qualify for holiday compensation if they are employed before the holiday and are in pay status for at least 80 nonovertime hours during the month of the holiday; or for the entire work shift preceding the holiday.

Part-time employees who are in pay status during the month of the holiday qualify for the holiday on a pro-rata basis. Compensation for holidays (including personal holiday) will be proportionate to the number of hours in pay status in the month to that required for full-time employment, excluding all holiday hours. Pay status includes hours worked and time on paid leave.

#### **Sick Leave**

Full-time employees earn eight hours of sick leave per month. Overtime eligible employees who are in pay status for less than 80 hours per month, earn a monthly proportionate to the number of hours in pay status, in the month to that required for full-time employment. Overtime exempt employees who are in pay status for less than 80 hours per month do not earn a monthly accrual of sick leave.

Sick leave accruals for part-time employees will be proportionate to the number of hours in pay status, in the month to that required for full-time employment. Pay status includes hours worked, time on paid leave and paid holiday.

#### **Vacation (Annual Leave)**

Full-time employees accrue vacation leave at the rates specified in [WAC 357-31-165](#)(1) or the applicable collective bargaining agreement (CBA). Full-time employees who are in pay status for less than 80 nonovertime hours in a month do not earn a monthly accrual of vacation leave.

Part-time employees accrue vacation leave hours in accordance with [WAC 357-31-165](#)(1) or the applicable collective bargaining agreement (CBA) on a pro rata basis. Vacation leave accrual will be proportionate to the number of hours in pay status, in the month to that required for full-time employment.

Pay status includes hours worked, time on paid leave and paid holiday.

As provided in [WAC 357-58-175](#), an employer may authorize a lump-sum accrual of vacation leave or accelerate the vacation leave accrual rate to support the recruitment and/or retention of a candidate or employee for a Washington Management Service position. Vacation leave accrual rates may only be accelerated using the rates established WAC 357-31-165.

**Note:** Most agencies follow the civil service rules covering leave and holidays for **exempt** employees even though there is no requirement for them to do so. However, agencies are required to adhere to the applicable RCWs pertaining holidays and leave.

### **Military Leave**

Washington State supports members of the armed forces with 21 days paid military leave per year.

### **Bereavement Leave**

Most employees whose family member or household member dies, or for loss of pregnancy, are entitled to five (5) days of paid bereavement leave. In addition, the employer may approve other available leave types for the purpose of bereavement leave.

### **Additional Leave**

[Leave Sharing](#)

[Parental Leave](#)

[Family and Medical Leave Act \(FMLA\)](#)

[Leave Without Pay](#)

Please visit the [State HR Website](#) for more detailed information regarding benefits.

Updated 01-07-2026

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### **Employer**

State of Washington

### **Address**

View Job Posting for Agency Information

View Job Posting for Location, Washington, 98504

### **Website**

<http://www.careers.wa.gov>

## Fire Academy Program Manager, Wildland Fire Program Coordinator 2 (WFPC2) Supplemental Questionnaire

### \*QUESTION 1

Please describe what interests you about the Department of Natural Resources.

### \*QUESTION 2

Please describe what a work environment based on diversity, equity, inclusivity and belonging means to you.

### \*QUESTION 3

Please select which of the following best describes your education and/or experience.

- ☐ I have 5 years' experience in wildland fire activities, suppression, or other closely related natural resource management.
- ☐ I have a combination of education and/or experience equivalent to 5 years' experience in wildland fire activities, suppression, or other closely related natural resource management.
- ☐ None of the above.

### \*QUESTION 4

Do you have experience coordinating wildland fire training programs, or other complex single/multiday training events.

- ☐ Yes
- ☐ No

### \*QUESTION 5

Do you have experience leading, planning and organizing work groups?

- ☐ Yes
- ☐ No

**\*QUESTION 6**

Do you have supervisory experience?

- ☐ Yes
- ☐ No

**\*QUESTION 7**

Do you have working knowledge of wildland fire operations, ICS, NWCG fire training doctrine/training guides, and required training?

- ☐ Yes
- ☐ No

**\*QUESTION 8**

How do you rate your proficiency in computer skills using MS Office Suite applications (Word, Power Point, Excel)?

- ☐ Expert (exceptional knowledge, recognized as expert user)
- ☐ Skilled (solid knowledge, uses software frequently)
- ☐ Developing (working knowledge)
- ☐ Beginner (little or no experience, but interested and willing to learn)

**\*QUESTION 9**

Do you have a valid driver's license and at least two years of driving experience?

- ☐ Yes
- ☐ No

**\*QUESTION 10**

Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status, etc.) to work legally for our agency in the United States?

- ☐ Yes
- ☐ No

☐ Unsure

**\*QUESTION 11**

**Where did you originally hear about this job posting?**

- ☐ www.dnr.wa.gov
- ☐ www.careers.wa.gov
- ☐ WA WorkSource office or WorkSourceWA.com
- ☐ Governmentjobs.com
- ☐ Monster
- ☐ Indeed
- ☐ LinkedIn
- ☐ Twitter
- ☐ College/university website/career fair
- ☐ Handshake
- ☐ Newspaper
- ☐ Direct Email Notification
- ☐ Statewide Employee Business Resource Groups (BRG)
- ☐ Professional/Personal Network
- ☐ Job Board
- ☐ Job Fair
- ☐ Zip Recruiter
- ☐ Diversity Jobs
- ☐ Facebook
- ☐ Other (please specify below)

**QUESTION 12**

If you answered "other" to the previous question, please specify where you originally learned of this employment opportunity in the space below.

\* Required Question