

**State of Washington
Dept. of Natural Resources
invites applications for the position of:
Fire Intelligence Coordinator, Wildland Fire
Program Coordinator 1**

careers.wa.gov
Working for Washington State

SALARY: \$4,738.00 - \$6,368.00 Monthly
\$56,856.00 - \$76,416.00 Annually

OPENING DATE: 04/22/22

CLOSING DATE: 05/12/22 11:59 PM

DESCRIPTION:



WASHINGTON STATE DEPARTMENT OF
NATURAL RESOURCES



**Fire Intelligence Coordinator, Wildland Fire Program Coordinator 1
Recruitment #2022-4-7428
Full-time, Permanent, Represented position.
Location: Portland, OR.**

Want to join something GREAT and make a difference?

The Department of Natural Resources' (DNR) Wildland Fire Management Division is actively seeking a Fire Intelligence Coordinator to work at a statewide scope and scale in the Plans and Information Section, while assisting in the regional intelligence activities for Oregon and Washington. The position is unique in that it will be located in Portland, OR in partnership with Northwest Coordination Center. The office is in downtown Portland, near Portland State University.

The successful candidate could work anywhere near Portland, so the beauty of NW Oregon or SW Washington would be an ideal location for anyone to settle. There are many outdoor activities that come with living in the Pacific Northwest: kayaking, sailing, paddle-boarding, hiking, running, and biking; you are central to the coasts of Oregon and Washington, as well as central to many of the mountains in the Cascade range (Mt. Hood, Mt. St. Helens, Mt. Rainier). The region has a warm-summer, Mediterranean climate and averages 30-50 inches of precipitation annually, depending on where the candidate chose to live.

This position resides under the Wildland Fire Management Division (WFMD), Plans and Information Section, and will provide professional and technical expertise in the collection and analysis of fire intelligence and the wildfire environment to provide sound decision support and guidance to fire managers with respect to historical, current, and projected fire activity, fire danger conditions, and risk. General duty areas include Fire Intelligence: Information Analysis and Decision Support; Fire Environment: Analysis and Risk Assessment; GIS; and Other Duties as Assigned. These activities are in direct support of the agency's wildland fire protection system, and

incorporates regional statistical information into any reporting or analysis that might also impact DNR. The person in this position may work independently as well as part of temporary teams or projects (including act as team or project leader.)

DUTIES:

Responsibilities:

- Develop and coordinate the agency-wide intelligence and data activities for the state.
- Use fire occurrence databases and geographic information systems to analyze and evaluate data and prepare information products.
- Serve as the Plans/Information Section liaison between the Wildland Fire Management Division and Communications, gathering intelligence and preparing daily briefings for Communications to use in news or social media releases.
- Provide written and verbal analysis, briefings and reports for agency management, executives, external partners, legislators, media, and special interest groups.
- Responsible for daily maintenance of the Wildland Fire Management Division's "dashboard" during fire season.
- Assist field staff and dispatch personnel with technical needs associated with the use of FIREs for fire reporting.
- Assist NWCC with communication of statewide and regional fire statistics, and serve as coverage for the intelligence section at NWCC during fire events.

QUALIFICATIONS:

Required Qualifications:

- At least 4 years of work and/or educational experience collecting, analyzing, and displaying data associated with any natural resources area of expertise.
- Experience with data analysis and statistics.
- Knowledge of wildland firefighting techniques, practices, resources and terminology used for wildland fire suppression.
- Ability to track, manipulate, and report data.
- Proficient with computers, MS Office software, and use of relational data base management systems, especially Excel.
- Ability to utilize GIS to track and create data.
- Knowledge of fire and aviation weather technology, weather's effect on various fuel types, weather as it influences fire behavior.
- Knowledge of ICS dispatch processes and procedures.
- Knowledge of NFDRS, NIMS, ICS, IQS, WFDSS, weather reporting programs, computer operations for data entry, storage and retrieval.
- Experience developing verbal and written informational briefings and/or presentations.
- Strong written and oral communication skills.
- Ability to develop and maintain cooperative, effective working relationships both internally and externally.
- Ability to professionally represent agency management with all partners.
- Ability to obtain qualification for Situation Unit Leader within an agreed period of time from date of hire.
- Practical knowledge of wildland fire gained from fireline firefighting experience or participating on-the-ground in prescribed fire operations.
- DNR Core Competencies:
 - Personal Accountability
 - Value Others
 - Compassionate Communication
 - Inspire Others
 - Commitment to Excellence
- Office; potential for some field work when on assignment, which could be rustic and rudimentary.

- Occasionally, for meetings and field assignments; however, technology can be utilized most of the time to prevent too much travel (like virtual meeting platforms). This position could travel on fire or in other emergency all-hazard situations, but it isn't required. If this position does participate in fire assignments, camping, eating and showering in a camp setting could be expected
- Employees of the Department of Natural Resources (DNR) are required to be fully vaccinated against COVID-19 as a condition of employment. This position is based in an office/fieldwork setting and requires in-person attendance/interactions with no option for full-time telework. Please note that any offer of employment is contingent upon you providing verification of your vaccine status. No start date will be approved until you verify your status.

Desired Qualifications:

- Bachelor's degree in Mathematics, Statistics, Business, or Natural Resource Management related field.
- Professional work experience using statistics.
- Knowledge/experience using spatial data/mapping software (i.e. ESRI ArcGIS, QGIS, etc.) and data analytics software (i.e. Excel, Tableau, etc.).
- Knowledge or interest in applied statistics (descriptive and inferential).
- Understanding how to organize data into a form that can be understood by the general public, and how to display data so it is visually appealing.
- Experience speaking in public or experience providing briefings to managers and decision-makers.

SUPPLEMENTAL INFORMATION:

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. With nearly 1,500 employees in locations throughout Washington, we manage and protect more than 5 million acres of state-owned forest, range, commercial, agricultural and aquatic lands.

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 those 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 benefit package that 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.

Application Requirements:

- To be considered you must apply online at www.careers.wa.gov (Click on the APPLY button above). You must complete the entire online application to be considered for the position.
- Attach a letter of interest describing how your experience and qualifications relate to the position profile and the position required, desired and special requirements.
- Attach a resume describing your experience and qualifications.
- Provide three to five professional references – you may attach a document, use the References text field in the online application, or include with resume.
- Complete all supplemental questions.

Additional Information:

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

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 prior to attaching. We thank you and are grateful for your service!

The 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 of 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.

Persons needing accommodation during the screening process or this announcement in an alternative format may contact DNR Recruiting staff at (360) 522-2500 or (360) 522-0143 or by email at DNRrecruiting@dnr.wa.gov. Those with a hearing impairment in need of accommodation are encouraged to contact the Washington State Telecommunications Relay Service (TRS) at 1-800-833-6388 or www.washingtonrelay.com.

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

Questions? Please contact Angie Lane at angie.lane@dnr.wa.gov, 360-259-8033 or e-mail us at DNRrecruiting@dnr.wa.gov.

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 NEOGOV toll-free at (855)524-5627 or email CareersHelp@des.wa.gov.

Fire Intelligence Coordinator, Wildland Fire Program Coordinator 1 Supplemental Questionnaire

- * 1. Please describe what interests you about the Department of Natural Resources.
- * 2. Please describe what a diverse and inclusive work environment means to you.
- * 3. Please describe your level of data analysis and describe the experience or education you have that supports your level of expertise (beginner, intermediate, or expert).
- * 4. Please describe how you have collaborated on past informational briefings by indicating who you collaborated with, what the project was, and what the outcome was (positive or

negative).

- * 5. Do you have any wildland fire experience, either as a firefighter or in a support role? What experience do you have?

- * 6. Do you have at least 4 years of work and/or educational experience collecting, analyzing, and displaying data associated with any natural resources area of expertise?
 - Yes
 - No

- * 7. Do you have experience with data analysis and statistics?
 - Yes
 - No

- * 8. Are you proficient with computers, MS Office software, and use of relational data base management systems, especially Excel?
 - Yes
 - No

- * 9. Do you have experience developing verbal and written informational briefings and/or presentations?
 - Yes
 - No

- * 10. Do you have practical knowledge of wildland fire gained from fireline firefighting experience or participating on-the-ground in prescribed fire operations?
 - Yes
 - No

- * 11. Where did you hear about this job posting?
 - www.dnr.wa.gov
 - www.careers.wa.gov
 - WA WorkSource office or WorkSourceWA.com
 - Governmentjobs.com
 - Monster
 - Indeed
 - LinkedIn
 - Facebook
 - Twitter
 - College career fair/university website
 - Handshake
 - Newspaper
 - Direct Email Notification
 - Statewide Employee Business Resource Groups (BRG)
 - Professional/Personal Network
 - Job Board
 - Job Fair
 - ZipRecruiter
 - DiveristyJob
 - Other (please specify below)

- * 12. If you answered "other" to the previous question, please specify how you learned of this employment opportunity in the space below.

* Required Question