



NATIONAL WILDFIRE COORDINATING GROUP

National Interagency Fire Center
3833 South Development Avenue
Boise, Idaho 83705

December 3, 2003

Memorandum

To: NWCG Members

From: NWCG Chair /s/ J L Stires

Subject: Approval of Human Resource Specialist Position

This is notification that the Human Resource Specialist Position (HRSP) has been approved by the Incident Operations Systems Working Team, and is in place for use. It will be included in the next revision of the Wildland and Prescribed Fire Qualifications System Guide, PMS 310-1.

In the interim, the HRSP has been identified as a technical specialist position that requires consistent interagency training. Attached are interim qualification standards. It is expected that anyone being dispatched as an HRSP will meet these standards. A course and task book have been developed. More information on the HRSP and a copy of the task book are available at www.fs.fed.us/fire/hrsp/.

Other information on the HRSP and course can be obtained by contacting Jan Everett, National HRSP Program manager at 406/329-4938.

HUMAN RESOURCE SPECIALIST (HRSP)

REQUIRED TRAINING

NWCG Certified Human Resource Specialist Training

ADDITIONAL TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Basic Incident Command System (I-200)
Wildland Fire Suppression Orientation for Non-Operations Personnel (S-110)
Interagency Incident Business Management (S-260)

PREREQUISITE EXPERIENCE

Satisfactory Position Performance as a Human Resource Specialist

PHYSICAL FITNESS

None

OTHER POSITION ASSIGNMENTS OR EXPERIENCE THAT WILL MAINTAIN CURRENCY

Attendance at Geographic Area Human Resource Specialist Refresher Workshop