



United States Department of the Interior

BUREAU OF INDIAN AFFAIRS

Washington, DC 20240

Memorandum

To: Regional Directors
Attention: Agency Superintendents
Regional Fire Management Officers
Wildland Fire Hiring Officials

Through: Deputy Bureau Director, Field Operations

From: Director, Bureau of Indian Affairs

Subject: Advertising Recruitment and Retention Incentives in Wildland Fire Management (WFM) Position Announcements

People are the most important resource in managing wildland fire. With the growing complexity, severity, and duration of wildfires in recent years, the work of a wildland firefighter has become even more difficult and dangerous. That is why the President announced a compensation increase for wildland firefighters in June 2021, and Congress and the President enacted firefighter compensation and workforce reform measures in the Bipartisan Infrastructure Law's (BIL). Investments made in the WFM program include funding to maintain a strong, talented workforce, along with provisions that allow for all recruitment strategies and incentives to be utilized when advertising wildland fire positions.

The Bureau of Indian Affairs' (BIA) WFM program is the largest employer of Tribal members within the BIA. WFM careers continue to provide career opportunities in operations, fuels, natural resources, and support personnel. To help Regional Offices and Agency Offices expedite and incentivize the hiring of wildland fire personnel, full Permanent Change of Station (PCS), relocation incentives, student loan repayments, and any other applicable incentives may be offered to attract qualified candidates. At a minimum, the following language will be inserted into all wildland fire permanent position recruitment announcements:

- *A supplemental pay increase of \$20,000 or 50% of base pay per year, is authorized under the Bipartisan Infrastructure Law through 9/30/2023.*
- *Relocation expenses reimbursed: Yes, you may qualify for reimbursement of relocation expenses in accordance with agency policy.*
- *PCS Information: Yes, entitlements for payment of basic moving expenses, as required and to the extent allowed by the Federal Travel Regulation (FTR) 302-3.101, are authorized for eligible applicants changing duty station when the change meets the distance tests as provided in FTR 302-1.1 and 302-2.6. All moving expenses are taxable. Discretionary entitlements are not authorized for this position.*

- *Applicants who apply under this job opportunity announcement agree to have their application, associated documents and applicable personal information shared with other Bureaus/Offices within the Department of the Interior (DOI) who have vacancies within the same occupational series, grade, full performance level and in the same geographic location(s), including within the same metro/commuting area. Applying to this announcement does not replace the need to apply to other job opportunity announcements for which you wish to receive consideration.*

The attachment includes other permissible recruitment and retention incentives. Hiring officials are authorized and encouraged to utilize more than the minimum suggested incentives in the initial announcement to attract and retain wildland fire personnel, particularly in historically hard to fill locations, or where previous recruitment attempts have been unsuccessful. When advertising positions hiring managers should first utilize carryover, lapse position funding, and then coordinate with the appropriate office to request additional funds. For an agency that would be the Regional Office, and for the Regional Office please coordinate with Central Office.

For any questions regarding this memorandum please contact Aaron Baldwin, Branch Chief, Branch of Wildland Fire Management at aaron.baldwin@bia.gov or (208) 387-5697.

Attachment