

Logistics & Intelligence Senior Dispatcher, Wildland Fire Dispatcher 4 (WFD4)

Salary

\$45,732.00 - \$61,404.00 Annually

Location

Stevens County – Colville, WA

Job Type

Seasonal

Job Number

2025-2-A300-01345

Department

Dept. of Natural Resources

Opening Date

02/19/2025

Closing Date

3/3/2025 11:59 PM Pacific

Salary Information

The high end of the salary range, Step M is typically a longevity step

Description



Logistics & Intelligence Senior Dispatcher, Wildland Fire Dispatcher 4 (WFD4)

Recruitment #2025-2-A300

Full-time, Seasonal, Represented position

Anticipated Seasonal employment: March - November 2025

Location: Northeast Region- Colville, WA

Salary: \$3,811.00 - \$5,117.00 Monthly

Review of applications is ongoing. We reserve the right to make a hiring decision or close this recruitment at any time after 2/26/25. 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 Northeast Region. Are you a motivated individual with a passion for helping your community? **Wildland Fire Dispatchers** are vital members of the public service and fire suppression efforts. The Northeast Washington Interagency Communications Center (NEWICC) is seeking a Logistics & Intelligence Senior Dispatcher to join our team. The person hired into this role will be responsible for the timely and effective dispatching of personnel and equipment for fire suppression and administrative support to the fire suppression program. The incumbent needs to have a wide variety of communication skills, as they will interact with numerous levels of managers, supervisors, and employees within the DNR as well as those within cooperating agencies (US Forest Service, Bureau of Land Management, Bureau of Indian Affairs, US Fish and Wildlife, National Weather Service, Washington National Guard, rural fire districts, etc.) and the general public.

The Logistics & Intelligence Senior Dispatcher at NEWICC assists both the Logistics and Intelligence Assistant Center Managers (ACMs) in their functional areas and, in their absence may function as the work lead for two seasonal dispatchers in the Logistics area. Under the direction of NEWICC ACMs and Coordinators, the incumbent will utilize IROC to coordinate and prioritize logistical incident needs by placing and filling orders per agency policy. This requires knowledge of procurement rules for each agency served by the center, as well as knowledge of both state and federal contract requirements. The incumbent will be expected to learn and follow dispatching protocols, program responsibilities, interagency agreements, standard operating procedures, regulations, and shifting priorities to perform these duties.

It is critical that the incumbent in this position have the confidence and ability to make decisions based on emergent situations, provide leadership and guidance to their dispatch team, and maintain their composure and professionalism working in a potentially high-stress environment. Excellent attention to detail is crucial to ensure reliable intelligence is relayed to fire resources, as well as accurate fire statistics reporting to support the integrity of national wildland fire datasets.

The team at NEWICC works in a fast-paced, high-intensity environment during the fire season. This position requires the ability to be flexible and prioritize time and duties, as well as being organized and efficient. Wildfire is a demanding profession at every level; as a Senior Dispatcher, you will be requested to work overtime or extended hours during periods of increased fire activity – e.g. during wind events, lightning storms, or when managing multiple incidents on the landscape – and may be scheduled to work holidays. The dispatch center is staffed seven days per week during peak fire season (mid-May through mid-October), so workweeks do not follow a typical Monday-Friday schedule.

Duties

Responsibilities:

- **Emergency Fire Dispatch and Communications** – to include facilitating communications between field resources (both DNR and Federal agencies) and the dispatch center, its cooperators, and private contractors; utilizing

IROC to process resource orders to support incident and fire management needs; and providing programmatic support to all wildland fire agencies served by the dispatch center.

- **Intelligence Support** – to include updating rosters and directories; collecting and recording weather data; compiling and distributing daily weather forecasts, watches, and warnings; and providing incident status updates through appropriate channels.
- **Fire Reporting** – to include processing and completing fire reports, focusing on detail and accuracy, thus supporting the integrity of national fire data and statistics.
- **Administrative Support/Other Duties as Assigned** – to include answering and directing phone calls; providing accurate information to the public regarding burn restrictions and current fire danger ratings, which will require interpreting and explaining various levels of restrictions, bans, closures, or regulations; scanning and filing documents; managing records retention schedules; placing and filling orders to help support the needs of the center and field staff; and assisting the center in maintaining reference materials.

Qualifications

Required Qualifications:

- High School diploma or GED equivalency.
- One season as Wildland Dispatcher 3;
OR an equivalent combination of education and/or experience.
- 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:

- The position is assigned to the Northeast Washington Interagency Communications Center (NEWICC) in Colville, WA. Work is performed within a dispatch office environment where frequent interruptions, multi-tasking, and stressful conditions are routine. Dispatch is a high-pressure environment, answering multiple radio/phone calls per day, under noisy conditions for extended periods without loss of concentration; sitting for 4 or more hours per day; working overtime on short notice to assist in emergency operations, and accepting varying work schedules/shifts; follow written and /or oral instructions; move or relocate objects weighing approximately 30 pounds, with or without reasonable accommodation. While the position is eligible for

teleworking, it is also critical that the incumbent is physically in the dispatch center during active fire season as essential personnel.

- Throughout the year occasional travel is required to attend meetings and trainings throughout the region and state.

Desired Qualifications:

- One year of supervisory experience.
- National Wildfire Coordinating Group (NWCG) qualified as an Initial Attack Dispatcher (IADP) or Expanded Dispatch Support Dispatcher Trainee (EDSD-T), Aircraft Dispatcher Trainee (ACDP-T).
- Wildland fire suppression experience.

Don't let doubts stop you from applying for this position - If you have any questions about the required qualifications or how your experience relates to them, please contact us at DNRrecruiting@dnr.wa.gov. A note to potential candidates: Studies have shown that women, trans, non-binary, Black, Indigenous, and people of color (BIPOC) are less likely to apply for jobs unless they feel they meet every qualification as described in a job description. We value diversity and inclusion in our organization, and we are looking for the best person for the job. Don't hesitate to apply!

Supplemental Information

Application Requirements:

- **Apply online:** at www.careers.wa.gov (Click on the APPLY button above).
- **Letter of interest:** describing your specific qualifications to the position and position required, desired, and special requirements.
- **Resume:** that details your experience and qualifications.
- **References:** at least three professional references with current telephone numbers— you may attach a document, use the References text field in the online application, or include it with your resume.
- **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 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 Holly Huston at holly.huston@dnr.wa.gov/509-685-6900 or e-mail us at DNRrecruiting@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 DNRrecruiting@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 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.

Additional Information:

This recruitment may be extended and may also be 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.

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 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 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.

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.

Employer

State of Washington

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