



United States Department of the Interior  
BUREAU OF LAND MANAGEMENT  
Fire and Aviation  
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In Reply Refer to:  
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Memorandum

To: State Directors

From: Ron Dunton   
Assistant Director, Fire and Aviation

Subject: Aviation Leadership Development Initiative

The National Aviation Office (NAO) is offering a Leadership Development opportunity for Bureau of Land Management (BLM) aircraft managers and unit aviation managers. This opportunity is available to GS-7 thru GS-9 individuals who currently have aviation management responsibilities along with an interest in a career in aviation management.

**Program Goal and Objectives:** The objective is to develop well-qualified candidates with the necessary skills to compete for various aviation positions from the unit level to the state level. The training will develop individual aviation management skills through planned training and work experience. The training offered will give each individual the increased knowledge to help manage the BLM's increasingly complex mix of aviation resources and missions.

**Commitments:** The NAO will coordinate and manage this initiative. The NAO will provide funding for tuition, travel and per diem for each participant. The NAO will be the program coordinator for all selected individuals. Participation will require a commitment by the candidate and support from their supervisor to attend agency and professional training, incident assignments and other assignments to develop and/or enhance their aviation expertise. Travel and time commitments (3-4 weeks/year) will be required of the candidate; the specifics will be determined through the completion of the candidate's Individual Development Plan (IDP). Progress in meeting IDP goals may be dependent on available annual funding. The expected dates of commitment are from late spring 2017 to fall 2019.

## APPLICANTS AND SUPERVISORS

**National Office Program Coordinator:** The NAO will provide overall program direction and development. The NAO will ensure that a candidate's development is a mix of quality training and a variety of appropriate experiences.

**Selection Criteria:** Successful candidates will be identified based on their existing and potential skill level, current position and depth of experience in aviation. Below are examples of criteria that will be evaluated:

**Skill Level:** Current ICS qualifications, demonstrated leadership skills, aviation wildland fire training records.

**Current Position:** Aviation background, identified career goals in aviation management.

**Depth of Experience:** Aviation contract administration, aviation trainer or course instructor, involvement in resource aviation programs, scope and range of experience in wildland fire aviation.

**Individual Development Plan:** For those candidates that are selected an IDP will be developed to meet their specific needs. The candidate will need to identify a list of possible positions and locations that are of interest, and identify the opportunities that may enable the trainee to attain their goals. The plan should provide an individual assessment of skills and deficiencies so that the NAO and the candidate will be able to design a comprehensive training plan.

**Number of Positions:** Based on anticipated funding, a total of two (2) candidates will be selected in FY 2017.

**How to Apply:** Applicants should submit the following:

1. Cover letter indicating your interest in this program along with a short description of your career goals.
2. Resume, including training records, college transcripts and a copy of your Incident Qualification and Certification System (IQCS) master file.
3. Letter of support from your supervisor.
4. Letter of recommendation from the State Aviation Manager for your state.

Applicant packet shall be submitted electronically by March 31, 2017 to:

Bureau of Land Management  
National Aviation Office FA-500  
Email: [mrothwell@blm.gov](mailto:mrothwell@blm.gov)

If you have any questions please contact Kirk Rothwell, 208-387-5879.

cc: State Aviation Managers