

Justification for Exception Position 5 (level AD-K) hired under the DOI AD Hiring Authority

Exception Position 5 requires expert knowledge and very high skill level in applying a wide range of concepts, principles, and practices associated within professional or administrative work. Most often, positions at this level are commensurate with knowledge gained from successful completion of Incident Command System (ICS) 400 level and above courses, qualifications at the Type 1 or Type 2 level, or "ologist" type positions (such as archeologist) that require a higher level of education or certification. Incumbents of these positions may be required to supervise other professionals or a group of technical specialists (THSPs).

NPS hiring unit: Whiskeytown National Recreation Area

Title of Exception Position: Burned Area Emergency Response (BAER) Implementation Leader

Objective or purpose of position: An Implementation Leader is needed to direct and oversee the execution of the Carr Fire BAER Plan for Whiskeytown National Recreation Area (WHIS). Numerous specifications necessary to protect human life, property and critical natural and cultural resources will be approved, and many are in the process of being implemented. Immediate oversight by an Implementation Leader is critical to ensure quality control and accountability. WHIS will eventually hire a term position to fill this role, but there is an emergency need until that occurs.

Duties: Coordinate all aspects of emergency stabilization actions approved in the Carr Fire BAER plan, including:

- Developing short and long-term work plans and overseeing implementation activities;
- Documenting treatment accomplishments;
- Preparing and administering contracts;
- Assisting with hiring personnel necessary for implementation;
- Tracking implementation costs and budget management;
- Submitting supplemental funding requests;
- Coordinating implementation with affected federal, state, and local agencies (e.g., Bureau of Reclamation, Bureau of Land Management, Cal Trans, Shasta County) and other entities (e.g., utility companies, concessionaire);
- Ensuring compliance with Department of the Interior and National Park Service post-fire policy, and conformance with all relevant federal laws and regulations (e.g., NEPA, NHPA, OSHA);
- Fully transitioning with the new Carr Fire BAER Implementation Leader to ensure seamless operation.

Position will be supervised by (provide position title): Patrick Gubbins, Superintendent (Acting)

Qualifications/training of AD employee that justifies or supports hiring him/her into this position: The AD employee—Anna Schrenk—has successfully completed each of the duties required as BAER Implementation Leader several on large, complex incidents, and possesses the skills, knowledge and education consistent with the Exception Position 5 description (see attached resume). She has also been employed by the National Park Service and understands Agency policies and procedures.

Name of person providing this description (please print)

Christina Peters ✓
Signature approval of NPS National Incident Bus. Lead

Date

9-14-2018 ✓
Date

PRE-AUDIT

ENTERED