

Task Book for the Position of
Air Tactical Supervisor

January 2005

Task Book Assigned To:

Individuals Duty Station, and Phone Number

Task Book Initiated By:

Officials Title, Duty Station, and Phone Number

Location and Date That Task Book Was Initiated

Purpose

The primary purpose of this task book is to provide the means to track the Air Tactical Supervisor Trainee's progress through the training program in an efficient and thorough manner. Additional objectives are to (1) provide documentation of the initial review and evaluation of the Trainee's qualifications and (2) define responsibilities for personnel involved in the training program.

NOTE: Until such time as the NWCG accepts the ATS task-book, it is considered to be simply a training aid.

Responsibilities

The Supervisor and/or Mentor:

- Initiates the Trainee's task book
- Schedules and organizes the initial training review
- Assists in the development of the training plan
- Forwards a copy of the initial review recommendations to the ASM Program Manager for approval

The Assigned ATS Instructor:

- Assists in the development of the training plan
- Tracks the Trainee's progress to ensure all requirements and training are scheduled in a timely manner
- Assists the trainee in solving problems regarding agency requirements and training needs
- Serves as the training evaluator, working in conjunction with the instructors to ensure that any deficiencies encountered during training are corrected
- Schedules the flight check with a Check ATS

The Trainee:

Maintains his/her individual training folder, which includes:

- Course completion certificates
- Initial training plan copy
- Record of ground and flight training including documentation of corrected deficiencies
- Authorizations and endorsements from the FS-WO/BLM-NAO or AK-AKS

Qualification Record

Position: Air Tactical Supervisor

Task	Code *	Evaluator	Completion Date
<p><u>Prerequisites</u> 1 Full season as a Qualified ATGS with varied operational complexity and multi-regional experience - Prior to ATS Trainee Designation</p>	W		
<p><u>Ground Training</u> Initial CRM Training (Agency provided or approved)</p>	O		
<p><u>Ground Training</u> Initial mission specific ASM / CRM Training</p>			
<p>Aircraft familiarization -Normal & Emergency Procedures -Communication Systems -Navigation Systems -Passenger Briefings</p>	O		
<p><u>Flight Training -Phase 1</u> Minimum of 1 familiarization flight detailing: -Checklist procedures -Crew Resource Management -Communications & Navigation Systems</p>	O		
<p>Minimum of 2 simulated fire missions, including low-level flight profiles</p>	O		
<p>Minimum of 2 actual fire missions observing a fully qualified ASM crew</p>	W		
<p><u>Flight Training - Phase 2</u> Tactical flight training on actual fire missions as an ATS Trainee with an ATS Instructor. The areas being trained and evaluated are:</p>	W		
<p>- Ability to coordinate rotor-wing resources in conjunction with fixed-wing airtankers</p>	W		
<p>- Maintaining situational awareness during all phases of the mission</p>	W		
<p>- Communication skills with ATP, dispatch, and ground personnel</p>	W		
<p>- Coordination with the ATP to maintain a safe and effective aerial operation</p>	W		

* Code: O = Task can be completed in any situation (i.e., classroom, simulations, daily job).
W= Task must be performed on a wildfire incident.

Qualification Record

Position: Air Tactical Supervisor

Task	Code *	Evaluator	Completion Date
-Exercises proper CRM practices and works as a team with the ATP and incident personnel	W		
-Ability to recognize and evaluate mission complexity and how it relates to ASM operations	W		
Examination and Flight Review -Completion of training and recommendation for flight review from an ATS Instructor	O		
-Flight review conducted by a Check ATS on an actual ASM fire mission (attach completed initial check-ride form signed by Check ATS.)	W		

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W = Task must be performed on a wildfire incident.