**Jessica L. Hilfers**

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| ***Summary of Qualifications*** |

* 17 years of experience as a wildland firefighter in emergency management operations, planning, and logistics.
* Equipped with extensive skill sets including data collection, management, dissemination, and communication.
* Proven success building relationships in a team environment. Vast experience in collaborative endeavors with a variety of stakeholders, including federal, tribal, and municipal entities.
* Excellent leadership skills combined with a student mindset. Highly motivated to learn and apply new skills.

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| ***Education*** |

**Bachelor of Science in Anthropology** Expected Fall 2024

**Bachelor of Science in Geography** Expected Fall 2024

University of New Mexico, Albuquerque, NM Current GPA 4.24/ Dean’s List Fall 2022

**Associates of Arts** December 2003

Pikes Peak Community College, Colorado Springs, CO

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| ***Professional Experience*** |

**Student Archaeological Assistant** November 2022- Present

University of New Mexico, Albuquerque, NM

* Created, organized, and maintained a variety of documents associated with archaeological research related to the Betatakin and Keet Seel cliff dwellings. Used various software applications to create data sheets and spreadsheets, vectorize construction and stabilization components, and compile historical photo comparisons.

**Archaeological Collections Volunteer** April- June 2022

Western New Mexico University Museum, Silver City, NM

* Worked with museum staff to accession and inventory cultural materials recovered from the NAN Ranch excavation and material donated to the museum from private collections. Focused on lithic, ceramic, mineral pigment, and bone artifacts/ ecofacts.

**Supervisory Fire Engine Operator** April 2017- March 2022

United States Forest Service, John Day, OR/ Mimbres, NM

* Competently performed as a first line supervisor, technically and administratively, as a Type VI engine captain. Collaborated with tribal governments, Youth Conservation Corps, AmeriCorps, resource specialists, agency administrators, state inmate crews, and other entities to complete a variety of projects with the US Forest Service. Planned and evaluated tasks assigned to subordinates and set timelines. Identified training needs, mentored and advised subordinates. Responsible for conducting or assigning formal and on-the-job training to facilitate safe implementation of suppression, preparedness, prevention, monitoring, and hazardous fuels reduction missions. Made initial evaluations of fire situations and determined appropriate suppression strategies as initial attack incident commander. Delivered briefings and facilitated after action reviews.

**District Assistant Fire Management Officer (Detailed)** January- June 2021

United States Forest Service, Silver City, NM/ Mimbres, NM

* Led wildland fire operational briefings. Attended and participated in suppression and management planning meetings. Communicated with individuals at a variety of administrative levels effectively through both oral and written means. Wrote or amended prescribed fire burn plans and other documents of a legal nature. Proven ability to organize and prioritize information and tasks in both emergent and non- emergent situations.

**Fire Engine Operator/ Assistant Fire Engine Operator** September 2012- April 2017

United States Forest Service, Las Vegas, NV/ Jemez Springs, NM

**Forestry Technician (Fire)** April 2008-Sept 2012

United States Forest Service, Lake George, CO/ Edgefield, SC/ Jemez Springs, NM

**Archeological Technician** May-August 2004

United States Forest Service, Salida, CO

* Conducted archeological ground survey, mapped site extents, and identified historic and prehistoric artifacts. Properly documented isolated finds and archeological sites. Recorded descriptions and attribute data such as soil types, colors, and associated vegetation.

\*\*Federal resume will be provided upon request\*\*

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| ***Professional Accomplishments*** |

**Technical**

* Experience with ArcMap, Collector for ArcGIS, GPS, Avenza, and other mapping interfaces, including map and compass.
* Familiarity with Adobe Illustrator, Adobe InDesign, Microsoft Excel, Word and PowerPoint.
* Currently enrolled in Applications of Remote Sensing course that will be engaging TerrSet and ENVI software. Experience will include entry into LiDAR data processing and interpretation.
* Physically fit. Profuse experience working under arduous conditions while carrying heavy loads.
* Proficient at gathering various types of field data.

**Professional Training and Leadership**

* Depth of experience leading up to 70 individuals, in arduous and emergent situations on large wildfire incidents. Provided day to day supervision, technically and administratively, to crewmembers, and module leads.
* Participated in the Region 6 Transformational Leadership Program, attended the Leadership is Action Staff Ride in Gettysburg, PA, functioned as company coach and instructor for 3 sessions of the Region 3 SW Area Engine Academy, co- founded the Stone Soup leadership group on the Gila National Forest, taught entry level classes at multiple Women in Fire bootcamps, and engaged in a variety of other instructional and leadership forums.

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| ***References*** |

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| Katie Williams, UNM Research Assistant  Professional | (505) 417-0854 Cell  [kwilli19@unm](mailto::kwilli19@unm) |
| William King, PSICC Fire Staff Officer  Professional | (505) 908-1266 Cell  [william.king@usda.gov](mailto:william.king@usda.gov) |
| Connie Constan, West Zone Archeologist, Custer Gallatin NF  Professional | (505) 452-6595 Cell  connie.constan@usda.gov |