

# **UNIFIED FIRE AUTHORITY JOB DESCRIPTION**

**JOB TITLE:** Wildland Specialist  
**SECTION:** Emergency Operations  
**DIVISION:** Operations/Wildland  
**DATE:** January 2024

## **BASIC FUNCTION OF POSITION:**

This position will work for both the Operations Division and Wildland Division throughout the year. While working in Operations, the Wildland Specialist will respond to incidents and perform a full range of structural firefighter and EMS functions. When assigned to the Wildland Division, the Wildland Specialist will respond to incidents and perform as a wildland firefighter. While assigned to Wildland, this position will also supervise seasonal employees.

## **SUPERVISION RECEIVED:**

This position will generally work at the direction of the station Officer/Captain when assigned to station, and/or FMO, Wildland Division Chief when assigned to Wildland Division.

## **SUPERVISION EXERCISED:**

This position may supervise wildland training of less qualified personnel and may supervise others during a wildland/interface incident or other seasonal fire modules while assigned in Operations. This position will supervise seasonal Wildland employees during the Wildland Season while assigned to the Wildland Division.

## **PRINCIPAL RESPONSIBILITIES:**

The following list describes several of the essential functions of this position. This list may be supplemented as necessary:

- Perform duties in accordance with Unified Fire Authority expectations and policy
- Perform duties in accordance with the Occupational Safety and Health Administration (OSHA), National Fire Protection Association (NFPA) standards of care, National Wildfire Coordinating Group (NWCG)
- Respond to Wildland/Interface incidents
- Estimate the size/scope/magnitude of a wildfire/interface incident
- Assist in developing response plans within the capabilities of available personnel, personal protective equipment, and control equipment.
- Identify the response objectives for wildland/interface fire incidents.
- Identify the potential action options available by response objective.
- Select the personal protective equipment required for type of incident.

- Employ the appropriate decontamination procedures.
- Assist in developing a plan of action, including safety considerations, consistent with the local emergency response plan and UFA standard operating procedures.
- Implement the planned response to favorably change the outcomes consistent with safety considerations and UFA standard operating procedures.
- Perform the duties as assigned wildland specific position within the local incident command system (ICS) and in accordance with NWCG qualifications.
- Don, work-in, and doff personal protective clothing, including structural fire PPE and Self-Contained Breathing Apparatus (SCBA), and wildfire PPE.
- Terminate the incident, assist in the incident debriefing and critique, and provide reports and documentation sufficient to support an AAR or investigation of the incident.
- Provide quality patient care utilizing thorough knowledge and appropriate administration of ALS/BLS interventions as outlined by state, county and/or local protocols, and completes detailed patient reports.
- Maintain a strict level of security concerning confidentiality of protected health information in accordance with HIPAA and UFA policy.
- Performs maintenance of assigned apparatus and equipment, general housekeeping activities, performs required inspections to ensure medical supplies are stocked and ensures equipment and apparatus is/are clean and operational at all times.
- Participates in post incident analysis with co-workers to point out positive points, assure quality documentation, areas of improvement and to assure adequate skills and best practices are adopted and/or maintained.
- Participates in approved continuing education training classes, various meetings, and skills review when necessary.
- Maintains skills and abilities related to the driving and operation of emergency vehicles in accordance with state laws and UFA policy.
- Adheres to accepted standards and maintains compliance with UFA expectations
- Assists other emergency service agencies as required/requested.
- Participate in teaching UFA's annual Red Card refresher, NWCG courses UFA personnel, and facilitate trainee assignments and sign taskbooks when qualified.
- Performs other duties of a similar nature or level

### **TYPICAL DECISIONS:**

As empowered or assigned by the supervisor and in accordance with the job duties related to this position, the Wildland Specialist may be expected to provide direction/decisions on equipment selection and usage related to wildland training or incidents.

### **KNOWLEDGE, SKILLS AND ABILITIES**

Knowledge of:

- National Incident Management System (NIMS)

- Incident Command System (ICS)

NWCG standards

- Wildland fire operations, control strategies, and tactics

Skills (or Skill In):

- Deploying and using various hand tools to build fire control line and mop up and operations
- Deploying and using chainsaws to build fire control line and mitigation techniques/methodologies
- Utilization of specialized tools related to wildfire mitigation and suppression
- Performing risk assessments
- Developing response plans

Ability to:

- Demonstrate strong interpersonal skills and work cooperatively in a team environment
- Lead, perform effectively and think clearly and creatively in high stress environments and during emergency or crisis situations,
- Effectively communicate information and concepts both verbally and in writing.
- Provide advanced instruction regarding wildfire response in internal and external settings
- Sustain a high level of performance in restrictive PPE while conducting technical work in a harsh environment
- During incidents, on behalf of UFA, function as a liaison with other agencies/authorities in regard to incident activities.

### **MINIMUM EXPERIENCE AND QUALIFICATIONS:**

- Valid Driver License
- For Specialist I:
  - Successful completion of all requirements of a career firefighter
  - Successful completion of two full years of full-time employment as a combination of probationary and career firefighter
    - Maintain NWCG Red Card
    - NWCG FFT1 qualified
    - NWCG ICT5 qualified
    - FAL2 qualified
- For Senior Specialist:
  - Maintain requirements for Specialist I and general UFA Specialist rank requirements
    - Successful completion of five years of full-time employment as combination of probationary and career firefighter and a minimum

of three years as a specialist (any specialty or combination of specialties)

- FEMA IS 702, 703,704
- NFPA Fire Instructor I
- Either NFPA Fire Inspector I or UFRA Company Officer Inspector

### **DESIRABLE QUALIFICATIONS**

- NWCG single resource boss qualified
- NWCG ICT4 qualified
- FAL1

### **WORKING ENVIRONMENT**

Work may require performing technical functions and rendering aid to others in an austere environment that may include IDLH atmospheres, confined spaces or other hazards. Conditions and threats will vary and be cause for selecting and employing proper levels of PPE and use of various specialized equipment in order to classify and identify hazardous materials. Work will require performing decontamination of equipment and/or personnel as necessary and may involve providing acute care of affected/exposed populations. On active scenes, work may be strenuous and require repetitive work intervals in order to support continued operations and may be performed in conjunction with other specialized teams within UFA.

### **PHYSICAL AND MENTAL JOB REQUIREMENTS**

To perform the job successfully, an individual must be able to perform each of the essential job functions satisfactorily. This position may work for extended periods in and around IDLH atmospheres and will demand mental focus in performing physically and mentally demanding tasks such as hiking, as well as prolonged periods of physical exertion. This position requires the physical capability to work in all aspect of the wildfire environment as well as lifting and moving objects while wearing specialized PPE. Additionally, it will demand mental capabilities to gather varied forms of information, interpret data and make determinations on courses of action to mitigate issues. This position requires communications verbally using the English language; cognitive thinking and mathematical calculation capabilities; manual dexterity to manipulate specialized equipment and tools and requires driving and operating various assigned heavy apparatus.

Recruitment, selection and hiring are open to all persons regardless of race, color, national origin, religion, age, disability, genetic information, gender, gender identity, pregnancy, sexual orientation, marital status and military or veteran status. Reasonable accommodations, including auxiliary communicative aids and service for individuals with disabilities may be provided, upon receipt of a request with five working days' notice.

UFA Employment Status Category: Merit Non-Exempt (Eligible for Overtime)  
Cell Phone Allowance Category A Per Policy