

UTAH COUNTY JOB DESCRIPTION

CLASS TITLE: COUNTY WILDLAND FIRE WARDEN
CLASS CODE: 4200

FLSA STATUS: NON-EXEMPT
SUPERVISORY STATUS: SUPERVISOR

EFFECTIVE DATE: 4/7/2011
DEPARTMENT: SHERIFF

JOB SUMMARY

Under general supervision of the Chief Deputy - Enforcement, supervises and coordinates the Utah County Wildland Fire suppression programs, both within and outside of Utah County.

ESSENTIAL FUNCTIONS

Responds to, supervises, and performs fire suppression activities for, wildland fires in the unincorporated portions of Utah County including Federal, State, and private lands.
Determines effective use of County resources in response to out-of-county fires and dispatches resources as appropriate.
Supervises and oversees both in-county Wildland fire crews and 20-person out-of-county wildland fire crews.
Performs as Initial and/or Extended Attack Incident Commander in Utah County's unified command system for wildland fires.
Directs other local fire resources as needed.
Maintains fire scene safety in accordance with agency policy and jurisdictional guidelines.
Inspects and maintains fire suppression equipment assigned to Utah County by Utah Division of Forestry, Fire, and State Lands.
Develops and implements fire management, fuels management and fire hazard reduction plans.
Directs the development of training programs, provides training, education and technical expertise in Wildland Fire qualifications for all County fire personnel.
Ensures that all Wildland Fire personnel maintain accurate and current qualifications and training records in accordance with National Wildland Coordinating Group.
Tracks hours worked and related paperwork to ensure accurate compensation for wildland fire crews.
Researches and writes grant requests for fuel mitigation projects and other suppression needs.
Initiates action on wildland fires, and requests resources for fire suppression operations.
Resolves inter-agency conflicts that arise during multi-jurisdictional incidents
Serves as Utah County liaison for all wildland fire related matters.
Develops Urban Interface education programs for homeowners' associations and private home owners.
Recruits and selects seasonal fire personnel for both the in-county and out-of-county Wildland Fire suppression program.
Serves as the State of Utah Wildland representative for Utah County.
Performs related and other non-fire activities when assigned within the Sheriff's Office, Emergency Services Division.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: wildland fire operations and Urban Interface; the Incident Command System; wildland fire management planning and practices including prescribed fire, fuel management, fire histories, and fire hazard analysis; local fire contracts and agreements.

Skill in: operating and maintaining various types of fire-fighting equipment; written and verbal communication.

Ability to: maintain cooperative relationships with those contacted in the course of work activities.

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PHYSICAL DEMANDS

Regularly: walks, stands, or stoops; lifts or otherwise moves objects weighing up to 50 pounds; drives a motor vehicle; works for sustained periods of time maintaining concentrated attention to detail; distinguishes between shades of color; communicate via radios.

Occasionally: walks, stands, crouches, or runs on narrow, slippery, or erratically moving surfaces;

Annually: incumbents must pass an annual fitness test.

Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

WORKING CONDITIONS

Work is performed for sustained periods outdoors and occasionally in hot, cold, or inclement weather; Work is performed occasionally in an environmentally controlled room and partially environmentally controlled buildings; Work is performed in a very noisy place; Work exposes incumbent to conditions such as fumes, noxious odors, dusts, mists, gases, and poor ventilation; Work exposes incumbent to possible bodily injury from moving mechanical parts of equipment, tools, or machinery; Work requires use of protective devices such as masks, goggles, and gloves; Work exposes incumbent to unknown, dangerous, and/or life-threatening conditions; and Work exposes incumbent to possible bodily injury from heat, smoke, flames, and exhaustion.

EDUCATION AND EXPERIENCE

Equivalent to an Associate's Degree in Fire Science or a closely related science field; and four (4) years work experience in professional wildland fire suppression with two (2) of these years in a supervisory capacity. Preference may be given to applicants that have successfully completed advanced training in wildland fire suppression tactics. Selected applicants are subject to, and must pass, a complete background check.

LICENSING AND CERTIFICATION

Incumbent must possess certification as Engine Captain under the National Wildfire Coordinating Group's qualification system (red card); must possess type 4 incident commander certification under the NIIMS incident command system; and must possess a valid driver's license and obtain a valid State of Utah Driver's License within 60 days of employment.

This description lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.