

Job Title	Wildland Urban Interface Specialist IV
Job Code	9677
Exempt Status	Exempt
Position Status	
EEO Classification	

Job Summary

The Wildland Urban Interface Specialist IV, under direction, serves as a team leader or as a specialist on Wildland Urban Interface (WUI) / wildfire mitigation and wildfire prevention programs. Coordinates with municipal, county, and Federal agencies to assist with programs and provide proactive wildfire educational technical assistance to community based wildfire prevention programs.

Essential Duties and Responsibilities

- Serves as a team leader or as a specialist assigned to WUI / wildfire prevention programs.
- Provides supervision to assigned employees engaged in various programs within the Mitigation and Prevention Department.
- Serves as a liaison between the Communications Department and the Mitigation and Prevention Department.
- Ensures mitigation and prevention programs are completed in a cost effective manner and within budget.
- Completes administrative tasks and, if assigned as a team leader, ensures that assigned employees' administrative tasks are completed in accordance with applicable laws, rules, procedures, and guidelines.
- Ensures that programs are tracked with the completion of timely reports.
- Serves as a subject matter expert and advises agency staff, cooperators, stakeholders, and the general public in mitigation and prevention matters.
- Delivers programs to volunteer and career fire departments regarding firefighter safety, tactics, apparatuses, and Personal Protective Equipment (PPE) in WUI environment.
- During large scale wildfire outbreaks and hazards incidents, engages in delivery of public information, mitigation, prevention, and fire suppression or emergency response efforts.
- Assists with the field delivery of fuel reduction efforts, healthy ecosystem programs within the Mitigation and Prevention Department, regional wildfire prevention programs, wildland firefighting, and hazardous response training programs through coordination, resource sharing, and serving as a subject matter expert.

This document represents the major duties, responsibilities, and authorities of this job, and is not intended to be a complete list of all tasks and functions. Other duties may be assigned.

Additional Responsibilities

As assigned

Minimum Requirements

Education – Bachelor's degree in applicable field or equivalent combination of education and experience.

Experience – Seven years of related experience.

Knowledge of – Knowledge of developing and completing Wildfire Protection Plans. Knowledge of Geographic Information System and the Southern Wildfire Risk Assessment. Extensive knowledge of Wildland Urban Interface codes, building codes, and program management.

Ability to – Ability to multitask and work cooperatively with others. Excellent verbal and written communication skills. Ability to work independently once given a project. Ability to serve as a team leader on assigned programs.

Licensing / Professional Certification – Valid driver's License. National Wildfire Coordinating Group (NWCG) credentials as a Firefighter Type II (FFT2), Fire Prevention Team Leader (PETL), Public Information Officer (PIO2). Certified Arborist.

Physical Requirements – Ability to walk one mile in 16 minutes or less in accordance with NWCG standards.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Supervision of Others

This position generally supervises employees.

Other Requirements

- Travel required.
- Travel and/or working extended hours on short notice.
- Response to emergency fire and hazard situations required.

Approved by:	
Date approved:	
Reviewed:	