

FIRE DEPARTMENT
SANTA CLARA COUNTY

FIRE FUELS CREW SUPERVISOR

DEFINITION

Under the general direction of the Battalion Chief of Pre-Fire Management and Wildfire Resilience, trains and supervises the operations of the Fire Fuels Crew Members performing wildland fire suppression, fire line construction, improvement and rehabilitation to fire lines and burn areas; mop up of fire hotspots using hand tools to stop the fire spread. The Fire Fuels Crew Supervisor will also deploy as the supervisor of a firefighting and fuels reduction hand crew to local emergencies within Santa Clara County where the incumbent will lead and supervise the performance of both fire suppression duties and wildfire fuel reduction and modification projects. This position performs related support functions; and other work as required.

This classification is a Fair Labor Standards Act non-exempt, represented classification. This classification is designated as a California Public Employee Retirement System safety classification.

DISTINGUISHING CHARACTERISTICS

The Fire Fuels Crew Supervisor serves as the first-line supervisor of the Fire Fuels Crew Member and as deemed appropriate by the Fire Chief or designee, the Fire Fuels Crew Supervisor may lead or be led by the Fire Captain(s) on special assignment within the Fire Fuels Crew. This classification exercises independent judgement on diverse and specialized tasks with accountability and ongoing decision-making responsibilities associated with the work performed by the Fire Fuels Crew. The Fuels Crew Supervisor is frequently a senior officer on wildland suppression incidents and can assume command roles until transfer of command to a higher ranking officer is appropriate. Incumbents in this classification are required to make decisions on deployment of staff and equipment and calling in reinforcements when performing fire suppression duties.

EXAMPLES OF DUTIES

Depending upon assignment, duties may include, but are not limited to, the following:

- Lead, direct, and participate in Fire Fuels Crew Member performance of fire hazard reduction work including the removal of wildland fuels, construction of fuel breaks, and prescribed burning.
- Conduct orientation, training, and practice drills in all phases of fire hazard reduction work and related activities to develop and maintain the capabilities, required standards, and readiness of Fire Fuels Crew Members.
- Respond to fires as directed, lead and supervise the Fire Fuels Crew Members in the performance of fire suppression duties.
- Responsible for proper maintenance and care of all equipment, apparatus, station and grounds, direct and participate in period inspection of same to ensure that all assigned equipment, apparatus, facilities and supplies are in a state of readiness, ensure completion of proper maintenance, documentation and repairs.

EXAMPLES OF DUTIES (continued)

- Plans and schedules projects according to fuel reduction needs; coordinates project work with Battalion Chief of Pre-Fire Management and Wildfire Resilience and Community Wildfire Specialist, and works with any Fire Captain assigned to the Fire Fuels Crew.
- Prepares, reviews reports and maintains appropriate records.
- Maintain a level of physical fitness to meet job requirements and perform the major job functions.
- Establish and maintain effective public relations and communications with customers and the communities served.
- Perform related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience: High school diploma or a General Education Development (GED) certificate; and at least two (2) years of full-time experience as a Fire Captain, Crew Supervisor, or Crew Superintendent or equivalent with a federal, state, or local government fire department specializing in wildland fire hand crew supervision.

License and Certifications: Possession of a valid California Class C driver license with firefighter endorsement at time of appointment. Possession of an Emergency Medical Technician (EMT) License with the ability to become accredited in Santa Clara County within 3 months of being hired.

Completion of Incident Command System (ICS), National Incident Management System (NIMS), National Wildland Coordination Group (NWCG), California Incident Command Certification System (CICCS), or California State Fire Training (CSFT) coursework and certifications to the Crew Boss level which includes:

- S-215 Fire Operations in the Wildland/Urban Interface or equivalent
- CA-219 Wildland Firefighting – Fire Operations or S-219 Firing Operations, or equivalent
- S-230 Crew Boss (Single Resource) or equivalent
- S-270 Basic Air Operations
- S-290 Intermediate Wildland Fire Behavior
- ICS-200 ICS for Single Resources and Initial Action Incidents (310-CRWB requirement)

Highly Desirable Certifications or Qualifications:

- S-200 Initial Attack Incident Commander or equivalent
- S-300 Extended Attack Incident Commander or equivalent
- S-212 Wildland Fire Chainsaws
- ICS-300 ICS for Expanding Incidents
- Division Group Supervisor (DIVS)
- Incident Commander Type 4 (ICT4)
- Strike Team Leader Crew (STCR)

EMPLOYMENT STANDARDS (continued)

- L-280 Followership to Leadership
- CSFM Fire Instructor 1A or M-410 Facilitative Instructor or equivalent
- L-380 Fireline Leadership
- S-390 Introduction to Fire Behavior Calculations
- AR-330 All Risk Task Force/Strike Team Leader
- ICS-800.D NRF and Introduction (310-1 TFLD requirement)
- Other ICS certifications or qualifications that would support the position and assignment

Knowledge Of:

- Principles and practices of fire suppression/prevention with particular emphasis on wild land firefighting and fuels management
- Fuels management techniques and skills in performing fuels management tasks, such as tree falling, limbing and bucking, fuel removal through chipping, piling for burn and use of prescribed fire.
- Principles and practices of employee supervision, development and training
- Safety practices in suppressing fires and various other incidents to prevent injury, property damage, or loss of life
- Office procedures, methods, and equipment to include computers and applicable software.

Ability To:

- Effectively communicate, lead, supervise, plan, evaluate, coordinate, train, and direct the activities of Fire Fuels Crew Members
- Make sound judgement decisions and apply leadership skills under stressful emergency situations.
- Operate fire apparatus, tools and equipment.
- Perform strenuous manual tasks under adverse conditions.
- Prepare clearly written reports and records.
- Access, interpret and implement Department policies and procedures.
- Operate office equipment including computers and supporting word processing, spreadsheet and database applications.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work at all levels.

Working Conditions/Physical Demands:

The incumbent will work unusual and long hours under adverse and/or hazardous conditions including work in poison oak and on steep slopes. Exposure to extreme heat and cold temperatures, exposure to marked changes in temperature and humidity, exposure to dust, fumes, smoke, gases, odors and other irritating particles, exposure to excessive noise, solvents and grease, exposure to flames or burning items. Work may include weekends and holidays and members are required to wear a Department-issued uniform and Personal Protective Equipment. Work may require physical exertion, including standing, stooping, reaching, crawling, climbing, lifting, pushing, and or carrying. Must be able to lift/carry/push/pull at least 45 pounds.

Required Licenses or Certificates: Possession of a valid, appropriate state of California driver's license and a valid EMT certification.

Pre-Employment Requirements: The candidate must pass a fitness test, background check, Live Scan fingerprint, psychological evaluation, and medical examination.