

**EAST FORK FIRE PROTECTION DISTRICT  
JOB DESCRIPTION**



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<b>JOB TITLE:</b>	Fire Crew Member (seasonal)	<b>FLSA:</b> Non-Exempt
<b>DIVISION:</b>	Operations and Prevention	
<b>REPORTS TO:</b>	Squad/Engine Boss	<b>DATE:</b> April 13, 2022

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**POSITION SUMMARY:**

Under supervision, serves as a member of a fuel's management crew/module and/or a wildland fire suppression crew/module; and performs related duties as assigned.

**ESSENTIAL FUNCTIONS:**

- Works independently or as a skilled member of a fuel's management crew engaged in fuels management, including broadcast burning, hand piling, pile burning, and other brush disposal techniques.
- Uses a variety of hand and power tools, including chainsaws, firing equipment, and/or portable pumps. Gathers data and records information on fuel types, weather conditions, fire behaviors, and status of work accomplished.
- Responsible for observing the rules of fire safety and fire behavior while on the fire line.
- Serves as a member of fire crew assigned to suppress the full range of wildland fires independently performing recurring fire suppression duties.
- Perform assignments as a wildland firefighter in developing a working knowledge of fire suppression and fuels management techniques, practices and terminology.
- May work in and around aircraft such as helicopters and must be able to observe all safety regulations.
- Searches out and extinguishes burning materials by moving dirt, applying water by hose or backpack pump, etc. Chops brush, fells small trees, and moves dirt to construct fire line using various hand tools such as axes, shovels, Pulaskis, McLeods, and may use power tools including chippers, chainsaws and portable pumps to control spreading of wildland fire and/or to prepare control lines prior to burning.

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This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.

- Patrols fire line to locate and extinguish embers, flareups, and hotspot fires that may threaten developed fire lines.
- Cleans, reconditions, and stores fire tools and equipment.
- May assist trained personnel in more specialized assignments, such as backfire/burnout, mobile/stationary engine attack, construction of helispots, helitack operations, and performing hover hookups.
- Participate in fire and safety training in the techniques, practices, and methods of fire suppression and in the safe, efficient operation and use of tools, equipment and vehicles used in fire line activities.
- Participate in crew proficiency checks and drills. Participate in safety sessions and fire critiques.
- Ensures own and others' welfare and safety in all aspects of the assignments.
- Represents the Districts with dignity, integrity, and a spirit of cooperation in all relationships with town, community and professional organizations, other fire agencies, districts, departments, county, city and state agencies and offices, federal agencies, and other service organizations.

#### **QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required.

#### **Education and Experience:**

- High school diploma or equivalent (GED) required

#### **REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:**

- Valid Class C driver's license

#### **Preferred at the time of application:**

- EMT OR basic first aid certification and CPR
- S-130 Basic Wildland Firefighter
- S-190 Introduction to Fire Behavior
- ICS100 Introduction to ICS
- IS-700 An Intro to the Incident Management System

#### **Acquired Knowledge and Skills**

- Policies and procedures of the District.
- Geography of the district, including major streets and landmarks.
- Basic tree, brush, and vegetation identification.
- Fuels reduction and wildland firefighting methods, tools, and equipment.

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**Knowledge of:**

- Basic mathematics
- Fire behavior and fire control techniques.
- Fire line terminology.

**Skills in:**

- Firefighting tools and equipment.
- The use of power and hand tools
- Two-way radio communication.

**Ability to:**

- Perform a variety of fuels reduction and wildland firefighting assignments.
- Construct fire line
- Use two-way radio equipment
- Learn a variety of fuels reduction and firefighting duties, methods, tools, and equipment.
- Analyze situations quickly and reach logical conclusions in emergencies.
- Read and comprehend laws, regulations, policies, and procedures.
- Read and follow street maps.
- Understand and follow oral and written directions.
- Maintain records and prepare reports.
- Understand basic arithmetic elements using whole numbers, decimals, percentages, and fractions.
- Exercise good judgement and safe work practices.
- Exercise emotional control and work under stressful situations.

**PHYSICAL DEMANDS & WORKING ENVIRONMENT:**

- Work hours will normally involve 40-hour work weeks, but are variable and may include overnight shifts, weekends, evenings, and/or holidays.
- Ability to stand and walk for extended periods. Ability to hike, lift, bend, and carry heavy loads in mountainous uneven terrain on steep slopes varying between 30 to 90%. Ability to frequently stoop, bend, kneel, and climb. Corrected hearing and vision to normal range and ability to read printed materials, computer screens, and other visual materials, and ability to communicate in person or over the telephone, hear alarm bells, radio communications, etc. Verbal communication and reading ability. Ability to work at considerable heights. Ability to perform sustained and vigorous activities in a variety of environmental conditions. Ability to tolerate exposure to extreme weather conditions, heat, fumes, smoke, pressurized water, and chemicals. Incumbents may work irregular hours, weekends, holidays or

evenings. This position requires frequent lifting up to 65 lbs. unassisted, and occasional lifting up to 175 lbs.

- Work is subject to performance under adverse environmental conditions.

**CONDITIONS OF EMPLOYMENT:**

1. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*
2. *New employees are required to submit to a background investigation and a drug/alcohol screen. Employment is contingent upon passing the background and the drug/alcohol screen.*
3. *East Fork Fire Protection District participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS, with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made.*

**I have read, understand, and agree to the contents of this Job Description, and I have received a copy of this Job Description for my records.**

**PRINT NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_