



**ESTES VALLEY FIRE PROTECTION DISTRICT**  
**PREVENT PREPARE PERFORM**

**WILDLAND FIRE RISK REDUCTION  
MITIGATION CREW MEMBER (1 OF 3)**

**GENERAL STATEMENT OF DUTIES:**

Under the supervision of the Lieutenant Wildland Fire Risk Reduction, this position produces and delivers wildland fire mitigation projects for the benefit of wildland risk reduction within the Estes Valley Fire Protection District (EVFPD). The Wildland Fire Risk Reduction Mitigation Crew Member assists the Lieutenant Wildland Fire Risk Reduction with implementation and coordination of projects mitigating wildland fire risk. Utilizing best wildland fire mitigation practices, wildland code updates, and other priorities as identified by the Lieutenant Wildland Fire Risk Reduction. Generate reports for mitigation projects and engage with the community to build a positive understanding and perception of wildland fire risk mitigation.

**SUPERVISION RECEIVED:**

- This position works under the general guidance and direction of the Lieutenant Wildland Fire Risk Reduction

**SUPERVISION EXERCISED:**

- None

**FLSA:**

- This is a non-exempt employee position

**WORK SCHEDULE:**

- Regular workweek is Monday through Friday, 08:00 – 17:00 with one-hour break for lunch
- Weekend work may occasionally be required for special events or project work

**RESIDENCY:**

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- Must live within the Estes Park School District R-3 Boundaries

*Serving the Residents and Visitors of the Estes Valley with Superior Fire and Safety Services*

**901 N. SAINT VRAIN AVE. ESTES PARK CO 80517 970-577-0900 FAX 970-577-0923**



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**WILDLAND FIRE RISK REDUCTION  
 MITIGATION CREW MEMBER (2 OF 3)**

**EDUCATION:**

- High school diploma or equivalent
- Preferred Associates of Applied Science degree in Fire Science or related field from an accredited two-year college
- At the Fire Districts discretion, any equivalent combination of education and experience

**MINIMUM REQUIRED JOB SKILLS AND CERTIFICATIONS:**

- At least 18 years of age

Possess and maintains a valid Colorado driver's license and acceptable driving record

- AHA CPR/AED certification within three months of employment
- FEMA Online NIMS 100/200/700/800
- Implementation of wildland fire mitigation projects

**ADDITIONAL DESIRED JOB SKILLS AND CERTIFICATIONS:**

- Current NWCG FFT2 certification or obtain within six months of employment
- Current NWCG S212 training or obtain within six months of employment

**ESSENTIAL FUNCTIONS OF THE JOB:**

The following are essential functions for the job. Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required for this job. Duties, responsibilities, and activities may change at any time with or without notice.

- Under supervision of the Lieutenant Wildland Fire Risk Reduction, conduct professional and technical-level wildland fire mitigation projects of designated properties
- Provide effective, professional, and tactful communication with co-workers, WFRR leaders, and the general public to ensure conformance with minimum requirements of WUI fire mitigation best practices, Firewise principles, and any adopted codes and standards
- Knowledge of the principles of wildland fire prevention, and comprehensive wildland fire mitigation principles
- Input, update, and verify the accuracy of Fire District's record management system
- May be required to work a flexible schedule when requested or when delivery of projects requires evenings, weekends, and workdays which may exceed normal workday schedule

Disseminate wildland fire prevention and mitigation information to citizens, staff, and volunteer firefighters as requested by WFRR Lieutenant

- Work closely with District volunteers in the coordination and delivery of WFRR projects
- Perform other duties as assigned
- Responds to emergency incidents as necessary to provide services fulfilling the mission of the District

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**COMPETENCIES**

1. Ethical Conduct.
2. Stress Management/Composure.
3. Problem Solving/Analysis.
4. Oral and Written Communication Proficiency.
5. Strategic Thinking.
6. Teamwork Orientation.
7. Diversity, Equity, and Inclusion.
8. Technical Capacity.

**WORK ENVIRONMENT**

While performing the duties of this job, this employee regularly works within an office and field environment. This position frequently operates a computer, reads, writes, and interacts with others in person, over the phone, and via other devices. They also travel within the facility in which their office is located and to locations outside of the facility to fulfill outlined project work, perform inspections, attend meetings, training, events, and other business activities. The field work environment may become loud and outside adverse weather conditions may be wet, cold, windy, or hot. Work may be performed in high, precarious places, or near energized electrical components, fumes, airborne particles, and/or toxic or caustic chemicals.

While performing the duties of this job, the employee also regularly works in outside weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts, in high, precarious places and is occasionally exposed to wet or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. It is reasonably anticipated that the individual will be exposed to blood-borne pathogens and other infectious materials in the course of duties.

**PHYSICAL DEMANDS**

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.

While performing the duties of this job, the employee is frequently required to sit, talk, hear, smell, stand, walk, climb, balance, stoop, kneel, crouch, crawl, push, and pull, use hands and fingers to feel, handle, or operate objects, and reach with hands and arms. The employee must frequently lift or move up to 10 pounds and occasionally lift or move up to 150 pounds.

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