



## CLASS SPECIFICATION

Class Code: 18801  
Date Est: 07/2020  
Last Rev: 02/2022  
Last Title Chg:  
FLSA: Non-exempt  
Probation: 12 Months

### CREW BOSS

#### **DEFINITION**

Under general supervision, serves as a crew leader of multiple fuels management squads and/or multiple wildland fire suppression squads; and performs related duties as assigned.

#### **EXPERIENCE AND TRAINING REQUIREMENTS**

Graduation from high school or successful certification of equivalency (GED) AND one (1) year of experience as a Squad Boss with TMFPD; OR three (3) years of experience as a Crew Member with TMFPD; OR ten (10) full seasons of experience in wildland firefighting or fuels management; INCLUDING five (5) years of experience in a lead or supervisory role in any environment; OR an equivalent combination of education and experience.

#### **LICENSE OR CERTIFICATE**

##### **Required at time of application:**

Possession of a valid CPR certification.

FEMA ICS100 Introduction to ICS

FEMA ICS200 Basic Incident Command System for Initial Response

FEMA IS700 An Intro to the Incident Management System

FEMA IS800 National Response Framework

NWCG L-180 Human Factors

NWCG L-280 Followership to Leadership

NWCG S-211 Portable Pumps and Water Use

NWCG S-212 Power Saws

NWCG S-219 Firing Operations or NWCG S-234 may substitute for S-219 requirement

NWCG S-230 Single Resource Leader

NWCG S-260 Incident Business Management

NWCG S-270 Basic Air Operations

NWCG S-290 Intermediate Wildland Fire Behavior

NWCG M-410 Facilitative Instructor or equivalent

Red card qualification as two of the following: NWCG Crew Boss, Engine Boss, Heavy Equipment Boss, Feller Boss or Helicopter Manager; OR Red card qualification as one of the previously listed Single Resource Leader positions AND NWCG Incident Commander Type IV.

Red card qualification as a NWCG Faller III.

##### **Required at time of appointment:**

Valid Class C driver's license.

##### **Required at the times specified below:**

Certification as a Pesticide Applicator through University of Nevada Cooperative Extension is required within one year of appointment.

Red card qualification as a NWCG Prescribed Fire Burn Boss III is required within one year of appointment.

A valid Nevada Class A driver's license is required within two years of appointment.

Certification through the International Society of Arboriculture as a Certified Arborist is required within two years of appointment.

Red card qualification in any second NWCG Single Resource Leader (Engine Boss, Crew Boss, Heavy Equipment Boss, Helicopter Manager, Feller Boss), is required within two years of appointment.

Red card qualification as a NWCG Faller I is required within three years of appointment.

Red card qualification as a NWCG Strike Team Leader or Task Force Leader is required within five years of appointment.

### **SUPERVISION EXERCISED**

Provide lead direction for multiple fuels management and wildland firefighting modules (crew, engine, heavy equipment, aircraft felling team).

**EXAMPLES OF DUTIES** *The following is used as a partial description and is not restrictive as to duties required.)*

Supervise assigned staff including professional development, coaching and mentoring, training, work assignments and review to ensure completion, accuracy and timeliness; performance appraisal and discipline; provide functional supervision for District including training in proper work methods and techniques, coordinating leave requests, scheduling to include communication with Chief's and staff and administering performance evaluations.

Supervises and participates in daily physical training and ensures physical readiness of subordinates.

Participates, supervises and oversees activities during natural resource management projects and wildland fire operations.

Oversees and manages the use of multiple pieces of equipment and ensures their proper use and maintenance.

Supervises wildland firefighters in developing a working knowledge of fire suppression and fuels management techniques, practices, and terminology.

Oversees operations and personnel on projects pertaining to fire suppression fuels management, varying wildland fire situations, and ensures training plans and matrices are developed, appropriate, and followed on in wildland fire and natural resources.

Gathers data and records information on fuel types, weather conditions, fire behavior, and status of work accomplished.

Assists with burn and project prescription development and oversees implementation.

Responsible for observing the principles of risk management during emergency operations, project implementation, and day to day functions.

Supervise and direct hand crews, engine crews, and heavy equipment in searching out and extinguishing burning materials using various hand tools and power tools, patrolling fireline to locate and extinguish embers, flareups, and spot fires that may threaten developed control lines, and in cleaning, reconditioning, and storing fire and project tools and equipment.

Supervise and lead trained personnel in more specialized assignments, such as backfire/burnout operations, mobile/stationary engine attack, construction of helispots, and aviation operations. .

## **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Full Performance** *(These may be acquired on the job and are needed to perform the work assigned.)*

### **Knowledge of:**

Policies and procedures of the Truckee Meadows Fire Protection 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.

Pesticide application.

Prescribed fire operations.

Arboriculture and plant science.

### **Ability to:**

Perform a variety of fuels and natural resource management projects.

Perform wildland firefighting assignments.

Provide supervisory direction.

Plan, organize, and prioritize daily activities.

Maintain records and prepare reports.

**Entry Level** *(Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.)*

### **Knowledge of:**

Supervisory principles and practices as they relate to establishing goals, objectives, and work standards.

Basic mathematics.

Principles and practices of basic budget development and implementation.

Principles and practices of fire behavior, fire control techniques and fuels reduction.

Fire line terminology.

Natural resource management fundamentals.

Fuels management prescription development and implementation.

Incident Qualification Systems.

ROSS/IROC processes.

NWCG training requirements.

Dispatch procedures.

Incident Management Team operations/procedures.

ICS/NIMS

Geographic Information Systems.

Equipment inspection and maintenance.

**Skills in:**

Firefighting tools and equipment.

Power and hand tools.

Two-way radio communication.

Use of equipment (including chainsaws, chippers, masticators, yarders) maintenance and problem identification/mitigation in the field.

**Ability to:**

Recognize and train staff in work methods and procedures that promote a safe working environment for employees and others.

Plan, organize, direct and coordinate the work of others, directly or through subordinate supervisors.

Utilize basic computer programs.

Perform basic administrative functions.

Construct fire line.

Use and field program VHF radio (both handheld and mobile) equipment during project and emergency response.

Learn a variety of fuels reduction and firefighting duties, methods, tools, and equipment.

Analyze situations quickly and reach logical conclusions in emergencies.

Plan, organize, and prioritize daily activities.

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.

Communicate effectively, both orally and in writing.

Establish and maintain effective working relationships with departmental personnel, other agencies, the public, and others contacted in the course of work.

### **SPECIAL REQUIREMENTS**

*Essential duties require the following physical skills and work environment.*

Work crews consist of hourly employees. Work hours will normally involve 40-hour work weeks, but are variable and may include weekends, evenings, and/or holidays. Incumbents may work irregular hours, weekends, holidays or evenings.

Duties involve hiking, lifting, bending, and carrying heavy loads in mountainous terrain on steep slopes varying between 30 to 90%. Must be able to regularly lift 65lbs or 1/3 of their total weight unassisted. Ability to frequently stoop, bend, kneel, and climb. Corrected hearing and vision to normal range. Ability to work at considerable heights. May work in extreme weather conditions, from the low teens of winter to summer high desert temperature's over 100 degrees. Must display the ability to show good judgement and safe work practices during shift lengths of 16 to 24 hrs. for a 16-day period. Ability to participate and lead in a daily physical training program consisting of 30 to 45 min. of cardiovascular challenge and 15 to 20 min. of strength training exercises. Ability to tolerate exposure to extreme weather conditions, heat, fumes, smoke, pressurized water, and chemicals.

This position requires lifting up to 65 lbs. unassisted.

All licenses and certifications required to be kept current and maintained for continued employment.

Applicants will be required to undergo a background investigation prior to being considered for employment.

Applicants will be required to pass a thorough medical examination which may include, but not be limited to, a physical agility test prior to appointment and for continuing employment.

May work in and around aircraft such as helicopters.

*This class specification is used for classification, recruitment, and examination purposes. It is not to be considered a substitute for work performance standards.*