

STATE OF SOUTH DAKOTA CLASS SPECIFICATION

Class Title: Wildland Firefighter Squad Boss

Class Code: 060640

Pay Grade: GE

A. Purpose:

The Wildland Firefighter Squad Boss is first-line lead worker to a squad of five to ten firefighters to ensure appropriate work and safety practices are implemented at wildland fires and other emergencies, and to ensure completion of fire prevention and remediation projects according to project plans.

B. Distinguishing Feature:

The Wildland Firefighter Squad Boss is the first-level lead worker over one of multiple squads within a Type II initial attack hand crew.

The Wildland Firefighter is the first-level worker to assist with day-to-day project work and in the suppression of wildland fires.

The Wildland Firefighter Crew Foreman is the first-level lead worker of multiple squad bosses within a Type II initial attack handcrew.

C. Functions:

(These are examples only; any one position may not include all of the listed examples nor do the listed examples include all functions which may be found in positions of this class.)

1. Provides work direction to a squad of firefighters to ensure appropriate responses in fires and other emergencies, and to ensure the safety of squad members.
 - a. Ensures the safety of assigned personnel by assessment, communication, and mitigation of hazards during fire incidents.
 - b. Ensures tactical objectives are implemented safely and efficiently.
 - c. Briefs squad members on daily assignments.
 - d. Makes adjustments to fire suppression activities for current and imminent fire behavior and weather.
 - e. Ensures daily readiness of the squad to respond to emergencies including overseeing physical fitness of squad members, general vehicle maintenance, and general maintenance of all other assigned equipment.
 - f. Maintains contact with the crew foreman and ensures adherence to the chain of command.
 - g. Supervises and maintains accountability for the squad during travel and at emergency sites.

2. Provides work direction to a squad of firefighters members to ensure non-fire assignments such as hazardous fuels mitigation and reduction, building and grounds maintenance, tree-planting, etc., are accomplished according to plans and directions.
 - a. Provides on-the-job training as needed to assigned personnel.
 - b. Supervises chainsaw operations.
 - c. Conducts daily briefings with squad members and makes work assignments.
 - d. Leads the squad in physical fitness training, and conducts general equipment and vehicle maintenance.
 - e. Creates production reports for project work.

3. Assists the crew foreman with general and daily administrative tasks to maintain squad status.
 - a. Assists with completion of daily employee time and per diem reports.
 - b. Prepares daily reports of squad activities.
 - c. Handles or refers conflicts among squad members, implements minor disciplinary actions.
 - d. Requests and justifies logistical needs for the squad, and oversees maintenance of assigned materials and equipment.
 - e. Ensures squad members adhere to standards and policies, identifies those who need training, recommends employees for advanced training, and recommends employees for advancement within the squad.
4. Performs other work as assigned.

D. Reporting Relationships:

Reports to a Wildland Firefighter Crew/Engine Boss. Provides direction to firefighters; does not supervise.

E. Challenges and Problems:

Challenged to manage firefighters and ensure their safety and wellbeing on assignments with adverse conditions. This is difficult because each incident has its own hazards and strategies and tactics that must be explained to the squad, the squad members are spread out which puts each one of them in a slightly different situation and makes it harder to monitor them, each squad member must be checked to ensure he or she is fully equipped and prepared, and conditions can change quickly.

Problems include managing squad members' time to make sure they are working in compliance with standards, maintaining good morale among squad members in trying conditions, dealing with employee infractions and disciplinary issues, and keeping track of resources to make sure the squad is always prepared.

F. Decision-making Authority:

Decisions include on-the-job training needs for assigned employees, appropriate safety methods for each incident, extent and timing of equipment maintenance, resolution to minor employee conflicts, and logistical needs for assigned employees.

Decisions referred include purchases, approval of requests for materials and equipment, resolution of employee issues requiring corrective actions, first reports of injury, and work schedules.

G. Contact with Others:

Daily contact with coworkers and lead worker to exchange information and assist each other on work assignments.

H. Working Conditions:

Works on fires and is exposed to burns, smoke inhalation, heat exhaustion, and extensive hard labor; works in emergency situations and may be exposed to uncertain conditions, bad weather, hazardous materials, etc.; works on projects which require use of power and hand tools which have an element of risk, hard labor, and exposure to falling trees; and works in rough terrain.

I. Knowledge, Skills, and Abilities:

Knowledge of:

- power tools and equipment typically used in fire and emergency situations such as chain saws, axes, shovels, picks, etc.;
- equipment maintenance and safety practices.

Ability to:

- provide work direction and assignment to others;
- communicate information clearly and concisely;
- maintain required physical fitness standards.

J. Licensure and Certification:

Must be qualified as a Firefighter Type 1 according to National Wildfire Coordinating Group PMS-310-1, must have a valid driver license, and must be certified in CPR.