

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION <b>POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT</b> PO-199 (06/16)		Working Title of Position <b>Wildfire Resilience Forester I</b>	
		Division and/or Subdivision <b>Fresno-Kings Unit</b>	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters <b>Sanger</b>	
		Class Title of Position <b>Forester I</b>	
		Position Number <b>542-411-1054-001</b>	
		Effective Date <b>10/15/2024</b>	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
45%	Under the direction and supervision of the Forester II, the Forester I is responsible for implementing wildfire resilience efforts within the Unit. The Forester I assists in the implementation of the Vegetation Management/Treatment Programs, Prescribed Fire Program, Forestry Assistance, Fire Prevention Grants, Forest Practice, and fuels reduction efforts in the Unit. The Forester I will perform the following duties:  *Responsible for the oversight, planning, and implementation of various Resource Management programs and Fire Prevention grants with the Unit Forester, consistent with forest health, forest resilience, fuels management and Unit Fire Plan objectives. *Work with landowners, stakeholders, and cooperating agencies to apply the range of programs, grants and funding sources to improve resource values and develop treatment objectives and the appropriate treatment activities. *Coordinate with Unit staff and Unit Resource Management on projects, prioritize areas to be treated, and develop appropriate projects, including preparation of California Vegetation Treatment Program (CalVTP) projects. *Develop project prescriptions, obtain landowner agreements, oversee crews and resources during project implementation and other activities. *Work with Unit Pre-Fire Engineer to input data into CAL FIRE Management Activity Project Planning & Event Reporter (CalMAPPER). *Work with Unit grant management and stakeholders, and coordinate with Region and Sacramento grant programs on projects, funding, and other related matters. *Work with the Forester II on the inspection and enforcement of the Forest Practice Act, Board rules, State Forest and Fire laws, and environmental statutes, taking formal or administrative enforcement actions as necessary.		
25%	*Work with the Unit California Environmental Quality Act (CEQA) Coordinator or Environmental Specialist to provide technical environmental advice, ensure compliance, and address other needs. *Review and approve environmental review documentation and the evaluation of environmental impacts analysis. *Obtain and maintain CAL FIRE Certified Archaeological Surveyor, conduct field surveys, and prepare confidential archaeological reports. *Develop and implement Unit fuels reduction effectiveness monitoring program. *Conduct surveys for sensitive resources and prepare project environmental documents. *Cooperate as necessary with the Pre-Fire Engineer on the maintenance of the Geographic Information System (GIS) database for the Unit's Pre-Fire Planning process with information developed from the resource management program. *Report and investigate forest pest problems and assist where feasible, providing information and referring problems to appropriate specialists.  *These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.		
<b>Equal Employment Opportunity (EEO) Statement:</b> All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment: Registered Professional Forester License required. Completes CAL FIRE Firefighter Academy (FFA) and Company Officer Academy (COA) training during probationary period as a condition of employment. Maintains the Arduous Fitness Standard in accordance with department. The incumbent is required to wear respiratory protection equipment, including self-contained breathing apparatus (SCBA). As such, Cal/OSHA requires that the incumbent be annually medically cleared to be fit-tested for respiratory protection equipment. May be subject to working nights, weekends or holidays in support of emergency incidents. Will be subject to travel throughout the state. Two-year commitment may be required.			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature _____	Date _____	Supervisor Signature _____	Date _____
<b>Personnel use only</b> <input type="checkbox"/> Posted to Directory		Initials and date _____	

Percentage of Time Required      Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.

15%	*Provide technical assistance to landowners, Firewise Communities, Fire Safe Councils, and Non-government Organizations regarding wildfire resilience, reducing wildfire risks and other topics including, but not limited to: the permitting process, fuels reduction, fuel breaks, forest health, reforestation while maintaining wildlife habitat, watershed values, and carbon sequestration. *Provide assistance to timberland owners about nursery and cost-share programs. *Travel and assist with wildfire resilience efforts within the Region or State. *Coordinate activities with other State agencies to achieve common goals of resource management and fire protection. *Coordinate projects with other state and federal agencies and cooperators. *Provide assistance to the Unit's Defensible Space Inspector program manager.
10%	*Special assignments as required including, but not limited to wildland fire suppression and other emergency operations. *Maintain a working knowledge of the professional fields of forest and natural resources management, and principles of fire ecology to support the Unit Fire Plan with resource management programs. *Respond to emergency incidents as required per Department policy. *Maintain proficiency, qualification, and experience standards in accordance with applicable laws, rules, and departmental policy. *Complete Resource Management, Safety, and Administrative training per Departmental policy and applicable training guide for position.
5%	Other duties as assigned.

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Employee Signature \_\_\_\_\_ Date \_\_\_\_\_ Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

**Personnel use only**       Posted to Directory      \_\_\_\_\_  
 Initials and Date