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| **DIVISION** | | **CLASSIFICATION** | | **POSITION NUMBER**  **(Agency-Unit-Class-Serial)** | |
| Coastal Field Division | | SPPO (Lifeguard) K9 Handler | | 548-926-0992-031 | |
| **DISTRICT/HQ SECTION** | | **WORKING TITLE** | | **CBID** | |
| Orange Coast District | | K9 Handler | | R07 | |
| **SECTOR/HQ UNIT** | | **REPORTING LOCATION** | | **INCUMBENT** | |
| North Sector | | Bolsa Chica State Beach | | N/A | |
| **STATE HOUSING (Check if applicable)** | | | | **IMMEDIATE SUPERVISOR** | |
| State Housing may be required. | | | | SPPO Supervisor I (Lifeguard) | |
| **POSITION DESCRIPTION** | | | | | |
| The SPPO (Lifeguard) K9 Handler will work across all park units of the North Sector to include Huntington and Bolsa Chica State Beaches to provide specialized law enforcement services for the purposes of public safety, officer protection, facility security, resource protection, and narcotics detection. The position will be available for routine patrols, call outs, special events, and requests from allied agencies. Professional and technical duties in units involving operations, interpretation, resource management / protection, patrol, public safety and law enforcement. The position will assist with program management activities and may serve as a lead to seasonal and lower-level permanent staff. | | | | | |
| **ALL EMPLOYEES ARE RESPONSIBLE FOR CONTRIBUTING TO AN INCLUSIVE, SAFE, AND SECURE WORK ENVIRONMENT THAT VALUES DIVERSE CULTURES, PERSPECTIVES, AND EXPERIENCES, AND IS FREE FROM DISCRIMINATION.** | | | | | |
| **ESSENTIAL FUNCTIONS:** | | | | | |
| **%** | **TASK/DUTIES** | | | | |
| **40%** | **Patrol and Enforcement (Land and Aquatic)**  The canine and Canine Handler shall perform patrol duties primarily by vehicle, vessel, and foot patrol; issue citations; write reports; make physical arrests for misdemeanors, felonies, and warrants; conduct criminal and administrative investigations; respond to allied agency K9 requests; take command in emergencies; perform search and rescue activities, including detecting and rescuing persons or vessels in distress; assist in wildland and structural fire suppression activities, investigate traffic and vessel accidents and radio dispatching. Patrols of the North Sector, response and checks on alarm systems, security controls of contract units, personnel, liaison with allied Canine programs. Responds to calls for first aid and personal assistance. Completes required enforcement reporting, canine reporting, and necessary notifications when applicable. Constantly monitors park unit for hazards and immediately reports any hazards to the Supervising Lifeguard. Reviews the emergency plan and orients unit personnel to utility shutoffs. Maintains First Responder and CPR cards and all required certifications. | | | | |
| **30%** | **K9 Training and Care (Explosive Detection Canine - Patrol & Detection Training)**  Attends and participates in an initial patrol training course (standard of 4-5 weeks) in dog obedience, searching, apprehension, detection and an initial detection course (standard of 4-6 weeks) for Explosive Detection; participation is required in the Departmental K9 program training that is held regionally and statewide. The Lifeguard/PO (K9) must maintain the standards set in the Department’s Canine Handbook for both patrol and detection disciplines; annual proficiency testing is required by the Department Training Program and certified by the Peace Officer’s Standards and Training (P.O.S.T.). Attend additional training as needed with the allied agencies that the Lifeguard/PO (Canine) will be working with on calls-for-service. Attend additional training based on recommendation from the Canine Program Manager. Lifeguard/PO will have full responsibility in the care and welfare of the Canine both on and off duty, including feeding, maintaining heath, hygiene, accountability, and ensuring that all canine activities are consistent with policy and established best practices. Maintaining canine health and hygiene includes exercising; bathing; brushing; grooming; training; cleaning of the canine’s kennel or transport vehicle; administering vitamins, drugs, or medicine necessary to maintain the health and care for illness of the canine; and other related activities. | | | | |
| **15%** | **Interpretation and Outreach**  Plan, prepare, and present of interpretive programs (walks, tours, talks, campfire programs, exhibits) that positively reflect the Canine Handler team and the Canine Program to in-park visitors and out-of-park groups, plan and/or attend outreach programs for possible recruitment and outreach to schools, associated Department programming (i.e. Junior Lifeguard, Junior Rangers, etc.), or by reasonable request to the Department. | | | | |
| **10%** | **Resource Management**  Monitor and report adverse visitor impact on natural and cultural resources within assigned area(s) and  assist in impact abatement and erosion control activities. Assist in wild land and structural fire  suppression, Ensure protection of cultural and natural resources. Assist in the planning, development and implementation of various resource management projects. | | | | |
| **MARGINAL FUNCTIONS:** | | | | | |
| **%** | **TASK/DUTIES** | | | | |
| **5%** | Other job-related duties as assigned and necessary for operational continuity. Attend staff meetings and trainings and prepare administrative paperwork to meet operational needs. | | | | |
| **TYPICAL WORKING CONDITIONS** | | | | | |
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| **TELEWORK DESIGNATION:** | | | | | |
| This position is designated as not telework eligible. | | | | | |
| **SPECIAL REQUIREMENTS:** | | | | | |
| Possession of a valid Canine Handler Certificate is required. Possession of a valid California Class C Driver License is required. | | | | | |
| **The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with the classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods, or to otherwise balance the workload.** | | | | | |
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| **SUPERVISOR STATEMENT:**  I CERTIFY THIS DUTY STATEMENT REPRESENTS AN ACCURATE DESCRIPTION OF THE ESSENTIAL FUNCTIONS OF THIS POSITION. I HAVE DISCUSSED THE DUTIES OF THIS POSITION WITH THE EMPLOYEE AND PROVIDED THE EMPLOYEE WITH A COPY OF THIS DUTY STATEMENT. | | | | | |
| **SUPERVISOR NAME (PRINT OR TYPE)** | | | **SUPERVISOR SIGNATURE** | | **DATE** |
|  | | |  | |  |
| **EMPLOYEE STATEMENT:**  I CERTIFY I HAVE READ, UNDERSTAND, AND CAN PERFORM THE DUTIES OF THIS POSITION EITHER WITH OR WITHOUT REASONABLE ACCOMMODATION. I HAVE DISCUSSED THESE DUTIES WITH MY SUPERVISOR AND HAVE BEEN PROVIDED A COPY OF THIS DUTY STATEMENT. | | | | | |
| **EMPLOYEE NAME (PRINT OR TYPE)** | | | **EMPLOYEE SIGNATURE** | | **DATE** |
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