



State of New Mexico Classification Description

WILDLAND FIREFIGHTER SERIES

General Summary

The Wildland Firefighter series is responsible for technical and specialized work in the protection of forest and range lands and natural/water resources from wildland fire. Wildland Firefighters are trained to react to a variety of conditions and locations, such as forest, rangeland, and/or the wildland urban interface (WUI) with a response appropriate to the conditions encountered. This classification series includes positions that perform and manage work to prevent and extinguish wildfires and involves technical and specialized work in the planning, administration, and execution of prescribed burning and wildfire management programs in fire-adapted ecosystems while dealing with problems of smoke dispersion, public safety, and hazard reduction where homes are in natural areas. This includes, but is not limited to, fire prevention, pre-attack planning including preparedness and readiness, wildfire suppression, suppression repair, wildfire remediation and rehabilitation, fire research, and other specialized work for the successful operation of fire management programs.

This classification series and incumbents of this series, focus on specialized skills and training that require specific wildland fire qualifications and training, primarily gained through hands-on work experience and wildland fire-specific training and certification; formal academic education is secondary to personal and professional experience in wildland fire management, training, and certification. Therefore, positions in the five tiers in the Wildland Firefighter series are designed to crosswalk to the interagency National Wildfire Coordinating Group (NWCG) qualifications and position descriptions contained in PMS 310-1. NWCG qualifications and experience are the criteria to certify for the tier and basis for equitable compensation.

Work in this series may involve all manners of fire suppression, fire management, and fuels management. duties to include fire preparedness, suppression, restoration, prescribed burning, and/or fuels treatment to include, but are not limited to, the following **specializations**:

- **Aviation** – Work involves performing wildfire related work which may involve operating and maintaining unmanned aircraft systems (UAS), mixing, and loading aerial fire retardant to fixed-wing aircraft, coordinating and monitoring parking of aircraft and base operations, coordinating incident airspace, and managing incident air traffic while coordinating with ground resources engaged in wildland fire suppression and prescribed fire activities.
- **Fire Engine Operation** - Work that involves operating and driving engines to remote locations, frequently via unimproved roads, positioning engines in the appropriate locations, considering crew and public safety, determining how the equipment can safely and efficiently be used in an initial attack of wildfire or to manage and mop-up fire in both remote and urban interface operations.
- **Fire Management Planning and Administration** - Work involves serving as analysts and advisors to personnel who provide program leadership, providing consultation for short and long-term strategic fire management planning, assessments, and interagency and unit fire management plans, projects, and programs, and providing staff volunteer firefighter training in fire planning and execution. The work may include serving as the district manager for a geographic area of the state, including recruiting administratively determined emergency-hire firefighters, estimating wildfire cost, administering fire programs, negotiating agreements with local government cooperators, and representing New Mexico during wildfire incidents.
- **Fuels Management** - Work involves gathering data about fuel quantity and conditions, using firefighting skills to implement prescribed fire and mechanical thinning treatments that improve vegetation conditions and reduce flammable materials that act as fuel for future wildfires, and negotiating agreements with cooperating agencies for work to be performed.
- **Helitack** – Work involves performing wildfire related work involving helicopters such as being transported by, rappelling from, or hanging from a longline to perform work, and providing incident support for all



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helicopter-centered activities, such as water delivery via bucket, transportation of gear and supplies via internal loading, sling or longline and providing the full range of Helibase operation and support duties.

- **Prevention** – Work involves the planning and implementation of strategies, plans, and activities that may include fire prevention, public education, fire information, fire risk mitigation assistance, and coordination, fire investigation and trespass (cost recovery).

Wildland Firefighter Tier I

Jobcode: SWFT20

Pay Band: 60

FLSA Status: *Non-Exempt

Distinguishing Characteristics

Serve as a skilled and trained member of a crew with responsibility for utilizing a variety of different types of specialized tools, equipment, and techniques in suppressing fires.

Recommended Education and Experience for Full Performance

Associate's degree in wildland fire science or related natural resource degree and one (1) season of work as a wildland firefighter. Meets the NWCG qualifications for **Fire Fighter Type 2** as specified in **PMS 310-1**. This may include completion of the following NWCG courses: I-100 Introduction to ICS; I-200 Basic Incident Command System for Initial Response, I-700 An Introduction to National Incident Management System (NIMS) S-130 Firefighter Training; S-190 Intro to Wildland Fire Behavior; L-180 Human Factors in the Wildland Fire Service and be working toward NWCG qualifications for S-211 Portable Pumps and WaterUse; S-212 Wildland Fire Chain Saws; S-131 Firefighter Type 1; S-133 Look Up, Look Down, Look Around; and S-270 Basic Air Operations.

Minimum Qualifications

High school education or equivalent. Must have NWCG qualifications as **Fire Fighter Type 2 (FFT2)** as specified in **PMS 310-1**. (Season means a total of 90 days of fire response experience within a calendar year).

Essential Duties and Responsibilities*

- Performs moderately heavy, physical labor to suppress wildfires in a variety of rugged environmental conditions including constructing fire lines, chopping brush, finding, and extinguishing flare ups, and loading helicopters.
- Participates in training procedures and techniques of fire management work including fire prevention, pre-suppression, and suppression activities.
- Records and reports daily weather observations (temperature, fuel moisture, humidity, and wind velocity) to understand to inform responses appropriate to the conditions posed.
- Services and maintains radios, fire finders, phones, and other equipment, and maintains quarters, and grounds in a neat and orderly condition.
- Performs fuel reduction and watershed mitigation/restoration activities.
- Inventories and orders supplies; maintains tools, equipment, and vehicles.
- Estimates distances to observe smokes by comparisons with known landmarks and provides observed information about significant changes in the status of going fires.
- Performs activities to carry out fire preparedness, suppression, restoration, prescribed burning, fire administration, and/or fuels treatment in specializations.
- Ensures the personal safety of themselves and other crew members.



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Wildland Firefighter Tier II

Jobcode: SWFT23

Pay Band: 65

FLSA Status: *Non-Exempt

Distinguishing Characteristics

This level of the classification series requires performance of a full range of duties relative to the work in the class series. Incumbent has some latitude for independent judgment and management responsibility and may vary work methods and procedures, but usually within prescribed parameters.

Recommended Education and Experience for Full Performance

Associate's degree in wildland fire science or related natural resource degree, two (2) seasons of work as a **Fire Fighter Type 2** with NWCG qualifications as **Fire Fighter Type 1** as specified in **PMS 310-1**. This may include completion of NWCG courses: I-100 Introduction to ICS; I-200 Basic Incident Command System for Initial Response, I-700 An Introduction to National Incident Management System (NIMS) S-130 Firefighter Training; S-190 Intro to Wildland Fire Behavior; and L-180 Human Factors in the Wildland Fire Service; S-211 Portable Pumps and Water Use; S-212 Wildland Fire Chain Saws; S-131 Firefighter Type 1;; and S-270 Basic Air Operations and is working towards NWCG qualifications for S-215 Fire Operations in the Wildland/Urban Interface; S-230 Crew Boss (Single Resource), S-219 Firing Operations, S-260 Interagency Business Incident Management, S-290 Intermediate Wildland Fire Behavior, L-280 Followership to Leadership.

Minimum Qualifications

High school education or equivalent and two (2) seasons of wildland fire response. Must have NWCG qualifications as **Fire Fighter Type 1** (FFT1) as specified in **PMS 310-1**. (Season means a total of 90 days fire response experience within a calendar year).

*Essential Duties and Responsibilities**

- Encourages and facilitates cooperation, pride, trust, and teamwork to foster an environment that achieves collective goals.
- Performs moderately heavy, physical labor associated with wildland fire suppression and prescribed burning in a variety of topographical and rugged environmental conditions.
- Scouts fires and develops data on hazardous areas, camp locations, water supply, cargo drop spots, fuel concentrations, helicopter landing spots, fire direction, and the intensity of fire spread.
- Makes initial evaluation of fire situations, rate of spread, hazards, suppression methods, hose lays, points of initial attack, types of tools to use, and application of water.
- Participates in training and demonstration of procedures and techniques of fire/forest management work including fire prevention, pre-suppression, and suppression activities.
- May lead small groups of assigned crew members to perform fire suppression activities.
- Assesses readiness of equipment while preparing and mobilizing assignments and assures equipment functionality.
- Monitors individuals for signs and symptoms of fatigue, illness, or injury, and mitigates appropriately.
- Performs basic fireline activities such as line construction, hose layout, operations of pumps, lopping and scattering of fuels using hand tools and holding, patrolling, monitoring, and mop-up operations.
- Prepares and hooks external loads to helicopters via long line.
- Responsible for operation and maintenance of specialized wildland firefighting equipment including wildland fire engines, utility vehicles, tractors or other wildland fire related equipment and vehicles.
- Distributes work assignments among crew members. Maintains work notes and records on team accomplishments.



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- Works with local homeowners, community stakeholders, various local, state, tribal, and federal agencies to educate and mitigate potential wildland fire threats.
- Perform fuels reduction and watershed mitigation/restoration activities including hand thinning of trees, lop and scatter, brushing piling and related activities to remove and dispose of vegetative fuels and conduct activities that promote restoration and reforestation of watersheds.
- Receives and records reports of fire starts received from dispatchers and develops plans for suppressing fires, including methods of attack on fire, types of equipment and resources required, and travel route to use (trail, road, or cross-country).
- Performs activities to carry out fire preparedness, suppression, restoration, prescribed burning and/or fuels treatment in specializations.
- May assist with recruiting administratively determined emergency-hire firefighters and negotiating agreements with local government cooperators and represents New Mexico during wildfire incidents.
- May be responsible for recording estimated wildfire cost and administration of District-level fire programs,

Wildland Firefighter Tier III

Jobcode: SWFT26

Pay Band: 70

FLSA Status: *Exempt

Distinguishing Characteristics

This level is assigned to provide day-to-day leadership and management of crew members and programs. It is their responsibility to keep the unit supervisor informed of all aspects related to public safety and effective operations and program administration.

Recommended Education and Experience for Full Performance

Associate's degree in wildland fire science or related natural resource degree and three (3) seasons of work as a **Firefighter Type 1**, qualifications for **Crew Boss (CRWB)**, **Engine Boss (ENGB)**, and **Felling Boss (FELB)** or other Single Resource, and qualifications for **Incident Commander Type 5**. Be working toward I-300 Intermediate ICS, S-200 Initial Attack Incident Commander, S-330 Task Force/Strike Team Leader, S-390 Introduction to Fire Behavior Calculations, L-380 Fireline Leadership and M-410 Facilitative Instructor or equivalent.

Minimum Qualifications

High school education or equivalent and two (2) seasons as a **Firefighter Type 1 (FFT1)** and NWCG qualifications for **Crew Boss (CRWB)**, **Engine Boss (ENGB)**, or **Felling Boss (FELB)** or other Single Resource and **Incident Commander Type 5 (ICT5)**, as specified in **PMS 310-1**. (Season means a total of 90 days fire response experience within a calendar year).

Essential Duties and Responsibilities*

- Manages up to twenty individuals providing leadership and oversight of wildland fire suppression, management, control work on a hand crew; prescribed fire crew; or wildland fire engine module.
- Directs and performs suppression and prescribed fire operations including line preparation and management activities.
- Evaluates fire situations; determine suppression methods to use, deployment of module/crew, type of tools, and equipment to use and application of water.
- Monitors fire behavior, fire effects, and fire weather on prescribed fires and wildfires. Collects fire data and maintains records about fire behavior, resources, and estimated costs.



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- Plans and assigns work to be accomplished by subordinate positions, sets, and adjusts priorities, and prepares schedules for completion of work.
- Directs firefighters in the use of a variety of specialized wildland fire tools and equipment; performing prescribed burning; leading the operation of a wildland fire engine or suppression efforts of a helicopter module.
- Performs technical methods and procedures associated with wildfire suppression to resolve a full range of irregular or problem situations when suppressing wildland fires.
- Communicates critical information pertaining to incident objectives, situations, and tactics.
- Administers routine aspects of the prescribed fire/fuels plan, ensuring that preparation, ignition, holding, mop-up, and rehabilitation are completed to the standards specified.
- Provides training needed to support prescribed fire and fuels management programs. Promotes fuel reduction and watershed mitigation/restoration activities including hand thinning of trees, lop and scatter, brushing piling, and related activities to remove and dispose of vegetative fuels and conduct activities that promote restoration and reforestation of watersheds.
- Mentors firefighters in safe practices adhering to the chain of command as it applies to crew configuration.
- Initiates appropriate fireline tactics, including indirect and direct attack strategies.
- Verifies driver/operator qualifications and ensures adherence to vehicle safety procedures when transporting personnel and equipment.
- Ensures compliance with all safety practices and procedures for assigned personnel.
- Utilizes firing devices under supervision on a firing operation according to the ignition/firing plan (verbal or written); maintains and inspects tools, equipment, and supplies required to complete assigned tasks for amount, serviceability, and safety; notifies supervisor if corrective action is needed.
- Performs work as an NWCG-qualified single resource or incident commander type 5. May include any of the types of single resources -- crew boss, engine boss, felling boss, firing boss, heavy equipment boss, and helicopter manager -- as established by NWCG.
- May recruit administratively determined emergency-hire firefighters and negotiate agreements with local government cooperators and represents New Mexico during wildfire incidents.
- May organize and implement wildfire training courses for internal and external fire personnel and develop, conduct, or participate in training programs.
- May be responsible for estimating wildfire costs and administration of District-level fire programs.

Wildland Firefighter Tier IV

Jobcode: SWTX30

Pay Band: 75

FLSA Status: *Exempt

Distinguishing Characteristics

This level assists the superintendent or district forester in all aspects of wildfire management, can serve in place of the superintendent of a hand crew as needed.

Recommended Education and Experience for Full Performance

Bachelor's degree in field of study relevant to the position and three (3) years supervisory experience and five (5) years of experience in wildland fire or prescribed fire. NWCG qualified **Strike Team Leader Crew (STCR)**, **Task Force Leader (TFLD)** and Prescribed **Burn Boss 2 (RXB2)**.

Minimum Qualifications,

Associate's degree in wildland fire science or related natural resource degree and one (1) year supervisory experience and four (4) years of experience in wildland fire or prescribed fire. Must have NWCG qualifications for **Crew Boss (CRWB)** or other Single Resource and **Incident Command Type 4 (ICT4)** as specified in



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PMS 310-1 Incident Commander Type 4 | NWCG and be working toward either **Strike Team Leader Crew (STCR)** or **Task Force Leader (TFLD)**. Experience and qualifications may substitute for education.

Essential Duties and Responsibilities*

- Directly supervises Wildland Firefighter positions.
- Develops and recommends plans, schedules, and contracts or agreements for prescribed fire, wildfire response, and fuels treatment projects.
- Reviews project plans and makes recommendations on appropriate levels of monitoring.
- Utilizes fire model applications to analyze fire behavior and fire effects observation data.
- Identifies and provides training to support prescribed fire and fuels management programs.
- Assists senior staff in the technical and administrative supervision of fuels or forest treatment projects that range in size and duration; and coordinates project/work schedules with crew and districts.
- Assists with the direction of complex forest management and fire suppression/restoration programs.
- Assists with directing cooperative programs between the division and cooperators such as local businesses, and officials of other Federal, State, tribal, and local agencies.
- Implements objectives and intent from supervisor, project manager, or cooperators regarding assignments, scopes of work, and forest/watershed/prescribed burn treatment prescriptions.
- Inspects the work of lower-level Wildland Firefighters to determine overall compliance with plans and operating policies and procedures. and effectiveness of programs and prepare reports recommending changes or modifications to provide for more effective overall crew management.
- Recommends different program phases such as: determining the qualifications and effectiveness of fire prevention programs and fire management publicity programs; assessing the thoroughness of risk and hazard inspections; ensuring compliance with inspection schedules and proper location of suppression forces; and evaluating the sufficiency of qualifications of fire suppression forces and overall adequacy of safety and training programs. Develops and recommends the adoption of new methods, techniques, or procedures to reduce hazards and risks.
- Assists subordinate Wildland Firefighters, Superintendent, District Forester or other officials in processing difficult or unusual wildland fire issues.
- Organizes and implements wildfire training courses for internal and external fire personnel and develops, conducts, or participates in training programs.
- May recruit administratively determined emergency-hire firefighters and negotiate agreements with local government cooperators and represents New Mexico during wildfire incidents.
- May be responsible for estimating and reporting wildfire costs and administration of District-level fire programs.

Wildland Firefighter Tier V

Jobcode: SWTX35

Pay Band: 80

FLSA Status: *Exempt

Distinguishing Characteristics

This level serves as the program manager, administrator, and supervisor. The Wildland Firefighter in this tier utilizes skills to conduct training and has sufficient fire experience to provide capable leadership to crews, employees, and contractors. They are responsible for all crew or district fire management program management activities including certification that the crew is available for assignment.



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Recommended Education and Experience for Full Performance

Bachelor's degree in a field of study related to the position and seven (7) years of experience in wildland fire suppression or prescribed burning operations and 3 years of supervisory experience. Fully NWCG qualified as **Strike Team Leader Crew (STCR)**, **Task Force Leader (TFLD)**, **Incident Commander Type 3 (ICT3)**, and **Prescribed Burn Boss 2 (RXB2)**.

Minimum Qualifications

Bachelor's degree in wildland fire science or related natural resource degree and two (2) years supervisory experience and five (5) years of experience in wildland fire or prescribed burning operations. Must be a NWCG trainee or fully qualified as a **Task Force Leader (TFLD)** and **Incident Command Type 4 (ICT4)** and Single Resource such as **Firing Boss (FIRB)**, as specified in **PMS 310-1**. Experience and qualifications may substitute for education.

Essential Duties and Responsibilities*

- Directly supervises Wildland Firefighters and may supervise other employees.
- Provides managerial and administrative direction for program administration.
- Reviews, coordinates, and provides oversight of all facets of employee performance, implementation of projects/wildfire response, cohesion, communication, training, and professionalism.
- Provides professional advice and assistance to meet resource management objectives for prescribed fire, fuels management, smoke management, and wildfire response.
- Develops mid- and long-term programs of work which support local cooperator training needs and state Forest Action Plan priorities.
- Coordinates multi-disciplinary and interagency field studies related to fuels management program issues to determine effectiveness of treatments.
- Evaluates the size, location, and condition of wildland fires, prescribed burns, points of origin, and resources, and develops safe tactics for suppression response. Communicates and coordinates resources and suppression response with timely details to superiors, subordinates, and adjoining resources, ensuring the safety and well-being of all involved.
- Assists with the smoke management practices on incidents to maintain compliance with state air quality standards, including during prescribed burning operations.
- Performs fiscal analysis, formulates the annual crew budget, and maintains a system of accounts to track program expenditures, which includes managing the budget from out-year planning to year-end closure.
- Serves as a member of an interdisciplinary team planning, developing, and implementing land management plans, compliance documents and agreements.
- Implements and administers wildland fire incidents, and other fuels management activities to ensure Division targets are achieved, management objectives are met, and mitigation measures are adequate.
- Plans, assigns, and evaluates work to be accomplished by subordinates; approves leave for direct reports; and is responsible for the on-the-job safety and health of all employees.
- Assists in the development of local plans that reflect national, regional, and local management goals, requirements, and strategic objectives related to fire and aviation management.
- Participates in functional reviews and annual readiness inspections.
- Manages and directs high complexity incidents, including prescribed burning, with numerous and varied resources with decisions and activities that include fire management, prevention and outreach/education, training, scheduling, delegating duties, monitoring, reviewing work, implementing corrective action and development of procedures for programmatic efficiency and success.
- Oversees and manages all administrative responsibilities including purchasing, finance, budget, payroll, labor management, compiling and maintaining records and logs, completing forms, providing training on



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administrative processes, preparing reports, and corresponding with internal and external partners, both orally and in writing.

- Coordinates with partner agencies and/or organizations on process, decisions, documentation, contracts, agreements, and analysis on fire planning, training, management, and suppression as requested or required; may support District Units or the Resource Protection Bureau in this process.
- Performs data collection and evaluation of fire hazard risk, fuels, historic fire occurrence, fire effects, climatology, and weather.
- May work as an incident leader or individually or as an incident commander.
- May participate as a member or alternative for interagency fire management assignments and committees.
- May recommend wildland fire resource allocation to support state needs and opportunities.

Statutory Requirements: Statutory requirements for individual positions in this classification will vary based on each agency's utilization, essential functions and the recruitment needs at the time a vacancy is posted including. It is the hiring Agencies responsibility to ensure the appropriate licenses/certifications are obtained for each position.

Conditions of Employment: Positions are designated as safety sensitive and are subject to random drug and alcohol screening Working Conditions for individual positions in this classification will vary based on each agency's utilization, essential functions, and the recruitment needs at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Working Conditions: Working Conditions for individual positions in this classification will vary based on each agency's utilization, essential functions and the recruitment needs at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Established: 6/23/2023

Revised:

** Recommended FLSA status as of the established date of the classification. Per SPO Board rule 1.7.4.14, A. Agencies are responsible for the evaluation of each employee's position and duties in order to determine their overtime status as set forth under the Fair Labor Standards Act. As described FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.*

*** Essential Duties and Responsibilities are intended to be cumulative for each progressively higher level of work. The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of duties. Classification description subject to change. Please refer to SPO website (www.spo.state.nm.us) to ensure this represents the most current copy of the position.*

**** Supervisor must supervise two (2) or more full-time positions.*