

**CLASS SPECIFICATION**  
**SAN DIEGO CITY CIVIL SERVICE COMMISSION**  
**WILDFIRE MITIGATION SPECIALIST - 1066**

**DEFINITION:**

Under general supervision, to conduct fire risk assessments in the enforcement of City codes and ordinances related to wildfire hazard prevention, mitigation, planning, and preparedness; to assist with developing community wildfire protection plans and public education; to determine community protection needs, community hazards, and community mitigation; and to perform related work.

**DISTINGUISHING CHARACTERISTICS:**

Wildfire Mitigation Specialists conduct work surrounding fire code enforcement, wildfire mitigation practices, wildfire infrastructure, and land use code standards in rural and suburban areas. Incumbents in this classification have specialized knowledge and training in wildland fire behavior, maintaining resilient landscapes, protecting lives and property, creating firewise and fire adaptive communities, and ensuring safe and effective mitigation practices to prevent wildfires. This classification focuses on community wildfire risk reduction, defensible space, and home hardening.

**\* EXAMPLES OF DUTIES:**

- Identifies appropriate construction materials and techniques for fire hazard severity zones;
- Analyzes structure ignition potential;
- Determines hazards and risks for fire hazard severity zones;
- Ensures compliance with applicable fire codes;
- Issues notices of violation, citations, and/or serves as a court witness;
- Inspects properties for compliance;
- Prepares materials for hearings and legal proceedings and testifies in court;
- Serves as community outreach specialist;
- Attends and coordinates community meetings, events, and conducts presentations;
- Serves on boards to develop land use codes based on wildfire standards;
- Reviews community wildfire protection plans and legislation;
- Conducts inspections related to home ignition zones, defensible space, and home hardening;
- Attends Fire Safe Council meetings;
- Analyzes inspection data and community wildfire history;
- Reviews community wildfire protection plans for updates;
- Coordinates with property owners and participating agencies to plan, promote, review, and inspect wildfire hazard mitigation activities;
- Educates homeowners and businesses on protecting structures and property to reduce wildfire risk.

\* **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.

**MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

One year of experience investigating and responding to complaints related to fire prevention or related inspection work; **OR** one year of experience as a wildland firefighter; **OR** one year of experience in the enforcement of City codes and ordinances by investigating complaints related to wildfire hazard mitigation. Successful completion of a National Fire Protection Association (NFPA) Wildfire Mitigation Specialist (CWMS) certification is required within one year of hire. Possession of a valid California Class C Driver's License.