Now Hiring

Wildland Urban Interface Mitigation Specialist

See Job Description for minimum Requirements

$30.29 per hour plus benefits

Information:

Interview Process October 28 & 29, 2026 @ 9:00am

- ✔ Oral Interviews

Please submit your cover letter and resume to
lindsey@pinecanyonhr.com
no cover letter = disqualified
Applications due October 23, 2026

Wildland Urban Interface Mitigation Specialist

1222.1 DESCRIPTION

Supervisor: District Fire Chief (or designee)

Full-Time, At-Will, Grant-Funded Position

Version: October 2026

1222.2 GENERAL SUMMARY

The Wildland Urban Interface (WUI) Mitigation Specialist is funded through a three-year Bureau of Land Management (BLM) cooperative agreement. This position leads community wildfire mitigation, hazardous-fuels reduction, home-risk assessments, Firewise USA support, public education, partner coordination, and project documentation throughout NTFD's wildland-urban interface.

The WUI Specialist works independently and with residents, BLM, Utah Forestry, Fire and State Lands (FFSL), Tooele County, interns, volunteers, and NTFD personnel. This is a grant-funded position. Continued employment is dependent upon BLM funding, satisfactory performance, and continued program need.

Although the primary responsibility of this position is wildland-urban interface mitigation, the WUI Mitigation Specialist may also respond to emergency incidents when additional personnel are needed to support District operations. Emergency response duties shall be limited to those for which the employee possesses the appropriate training, certifications, and qualifications.

The WUI Mitigation Specialist may participate in initial attack operations on wildland fires within the Tooele Valley. This position is not eligible for out-of-state wildland fire deployments.

1222.3 MINIMUM QUALIFICATIONS

(a) High school diploma or GED equivalent.

(b) Must be at least 18 years of age.

(c) Must possess a valid driver's license at the time of application, obtain a valid Utah Driver's License upon hire, and meet NTFD driving requirements.

(d) Current National Wildfire Coordinating Group (NWCG) Firefighter Type 2 (FFT2) qualification and Incident Qualification Card (Red Card), including completion of required wildland firefighter training.

(e) Successful completion of ICS-100, ICS-200, and IS-700.

(f) Must be able to meet and maintain applicable NWCG qualification requirements, including annual RT-130 refresher training and the required arduous work capacity standard.

**Must be able to provide verification of all required qualifications upon hire.*

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1222.4 PREFERENCES

(a) Current State of Utah Emergency Medical Technician (EMT) licensure.

(b) Current State of Utah Firefighter II certification.

(c) Experience in wildland fire response, hazardous-fuels reduction, defensible-space assessments, forestry, natural resource management, or community risk reduction.

(d) Experience coordinating with federal, state, county, local, special district, utility, nonprofit, or community partners.

(e) Experience with Firewise USA, Community Wildfire Protection Plans (CWPP), wildland-urban interface planning, public education, community outreach, media communications, or the coordination of interns, volunteers, and field crews.

(f) Experience maintaining project records, performance data, maps, photographs, equipment documentation, grant-related documentation, or formal reports.

1222.5 POSITION REQUIREMENTS

(a) Must have the ability to read, understand, and prepare written materials, including instructions, safety procedures, assessments, educational materials, and reports.

(b) Must communicate effectively, both verbally and in writing, with District personnel, residents, partner agencies, volunteers, interns, and the public.

(c) Must be legally authorized to work in the United States.

(d) Must have the ability to work independently with limited supervision and collaborate effectively within a team environment.

(e) Must maintain professional and courteous working relationships with District personnel, other agencies, and the public while representing the District in a professional manner.

(f) Must have the ability to organize and prioritize multiple assignments, maintain accurate records, meet deadlines, and adapt to changing program needs.

(g) Must be able to perform outdoor fieldwork in varying environmental conditions while following established safety procedures and operational guidelines.

(h) Must be able to operate standard office technology, electronic recordkeeping systems, and other District-approved software and equipment necessary to perform assigned duties.

(i) Must successfully complete a criminal background check in accordance with District policy and applicable laws.

(j) Following a conditional offer of employment, must complete any medical examination required for the position in accordance with District policy and applicable laws.

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1222.6 ESSENTIAL FUNCTIONS

The following duties and responsibilities represent the essential functions of this position. The list is not intended to be all-inclusive, and additional duties may be assigned consistent with the employee's qualifications and District needs.

(a) Implement the approved three-year BLM work plan, including established milestones, schedules, deliverables, and assigned activities.

(b) Conduct residential wildfire-risk and defensible-space assessments, providing property owners with practical mitigation recommendations, educational resources, and follow-up assistance.

(c) Plan, coordinate, and assist with supervising six community fuels-reduction demonstration events, consisting of one spring and one fall event during each project year.

(d) Coordinate and participate in hazardous-fuels reduction activities, including cutting, thinning, chipping, removal, and disposal of vegetation at approved project locations.

(e) Develop and deliver wildfire prevention and mitigation education through workshops, demonstrations, community events, educational materials, media communications, and Firewise USA program support.

(f) Coordinate with BLM, Utah Forestry, Fire and State Lands (FFSL), Tooele County, residents, community organizations, utilities, educational institutions, interns, volunteers, and other project partners.

(g) Recruit, orient, supervise, and document the activities of up to two interns during each project year, ensuring assigned work supports approved program objectives.

(h) Maintain accurate and complete records of assessments, properties assisted, acres treated, participants, volunteer hours, equipment usage, landowner permissions, photographs, outreach activities, training, partner participation, expenditures, and project accomplishments.

(i) Prepare and submit required project information, documentation, and performance data to support BLM grant reporting, financial accountability, project evaluations, and compliance monitoring.

(j) Monitor project activities and progress toward established milestones, identifying and communicating potential delays, challenges, or resource needs that may affect completion of the approved work plan.

(k) Comply with District policies and procedures, incident command practices, personal protective equipment (PPE) requirements, environmental regulations, landowner permissions, BLM award conditions, and applicable wildland firefighting safety standards.

(l) Safely operate, inspect, and maintain mitigation tools, equipment, trailers, PPE, and District vehicles in accordance with established safety procedures and manufacturer recommendations.

(m) Maintain required licenses, certifications, NWCG qualifications, annual training, and physical fitness standards applicable to assigned duties throughout employment.

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(n) Respond to emergency incidents as needed and authorized by the District to supplement operational staffing, including periods of increased call volume or simultaneous emergency incidents. Emergency response duties shall be performed within the employee's current training, certifications, qualifications, and authorization.

(o) Participate in initial attack operations on wildland fires within the Tooele Valley, as authorized by the District and consistent with established operational procedures and qualifications. This position is not eligible for out-of-state wildland fire deployments.

(p) Accurately document time worked on grant-funded activities and emergency response assignments to ensure appropriate timekeeping, cost allocation, and compliance with applicable grant requirements.

1222.7 GRANT COMPLIANCE

All grant-funded activities shall comply with the approved BLM cooperative agreement, scope of work, and applicable grant requirements. Grant-related activities shall be coordinated through the District's Grant Project Manager.

Emergency response and other activities outside the approved grant scope shall be documented separately to ensure proper allocation of personnel time and costs in accordance with applicable grant requirements and District procedures.

Any proposed changes or circumstances that may affect grant deliverables, expenditures, or compliance shall be communicated to the Grant Project Manager.

1222.8 WORKING CONDITIONS

The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of this position.

The employee will work in both office and outdoor environments. Office duties will generally be performed in an operational fire station, where the employee may be exposed to intermittent noise, emergency alert tones, vehicle exhaust, and other activities associated with fire station operations.

A significant portion of the employee's duties will involve outdoor fieldwork, including residential property assessments, community mitigation projects, vegetation management, and hazardous-fuels reduction. Working conditions may include exposure to extreme temperatures, inclement weather, uneven or unstable terrain, dust, smoke, fumes, noise, vegetation, and hazards associated with operating tools, machinery, and equipment.

When assigned to emergency response or wildland initial attack operations, the employee may be exposed to hazardous and rapidly changing conditions, including fire, smoke, extreme heat, hazardous materials, moving vehicles and equipment, and other dangers associated with emergency incidents.

The employee must follow established safety procedures and utilize appropriate personal protective equipment (PPE) for all assigned activities. Emergency response assignments shall

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be consistent with the employee's training, certifications, qualifications, and District operational guidelines.

1222.9 PHYSICAL DEMANDS

The physical demands described here are representative of those necessary to successfully perform the essential functions of this position, with or without reasonable accommodation.

The employee must be able to perform a combination of office work, outdoor fieldwork, and physically demanding mitigation activities. Duties frequently require standing, walking, bending, reaching, handling equipment, and working on uneven or unstable terrain. The employee may also be required to climb, balance, stoop, kneel, crouch, crawl, push, pull, and perform repetitive physical movements.

The employee must be able to safely operate and handle mitigation tools, equipment, and materials, including occasionally lifting and/or moving up to 50 pounds. Outdoor activities may require prolonged standing, walking, and physical exertion in varying weather conditions and temperatures.

When participating in emergency response or wildland initial attack operations, the employee may be required to perform strenuous physical activities, including carrying equipment, moving over difficult terrain, and working in hazardous environments while wearing appropriate personal protective equipment (PPE).

The employee must meet and maintain applicable physical fitness and work capacity requirements associated with assigned wildland firefighting qualifications.

The employee must possess the sensory abilities necessary to safely perform assigned duties, including the ability to observe hazards, read documents and equipment displays, communicate effectively, and maintain situational awareness.

The employee is required to wear appropriate PPE for assigned activities, including wildland firefighting protective clothing and equipment. Structural firefighting PPE, self-contained breathing apparatus (SCBA), or other specialized protective equipment may be required when performing emergency response duties for which the employee is properly trained, qualified, and authorized.

1222.10 COMPENSATION AND BENEFITS

The WUI Mitigation Specialist is a full-time, hourly, non-exempt employee of the North Tooele Fire District, regularly scheduled to work 40 hours per week. Compensation shall be established in accordance with District policies, applicable laws, and the annual budget approved by the Board of Trustees.

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The employee is eligible for overtime compensation for hours worked in excess of 40 hours during the District's established workweek, in accordance with the Fair Labor Standards Act (FLSA) and applicable District policies.

The employee shall be eligible for District benefits in accordance with applicable policies and benefit plan provisions.

All hours worked, including grant-funded activities, emergency response assignments, and work performed outside regularly scheduled hours, shall be accurately documented and compensated in accordance with applicable wage and hour laws and District policies.

The employee's work schedule may vary based on project activities, community events, and operational needs of the District.

The employee shall be subject to annual performance evaluations conducted by the Fire Chief or designee.

1222.11 DISCLAIMER

This job description is intended to describe the general nature and responsibilities of the position and is not considered a complete statement of all duties, responsibilities, or requirements.

The employee may be assigned additional duties as determined by the Fire Chief or designee, consistent with the employee's training, qualifications, and District needs.

This job description does not constitute an employment contract or alter the at-will nature of employment with the District.

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Compensation and Benefits Package

North Tooele Fire District offers a comprehensive compensation and benefits package designed to support the health, financial well-being, and professional growth of our employees.

- **Starting Compensation: Pay determined based on experience, qualifications, certifications, and applicable District compensation policies.**
- **Paid Time Off (PTO): PTO accrual in accordance with District policy.**
- **Holiday Compensation: Paid holiday compensation equivalent to 16 recognized holidays annually.**
- **Health Insurance: Medical, dental, and vision coverage, with the District paying 90% of insurance premiums.**
- **Retirement Benefits: Participation in Utah Retirement Systems (URS), along with an additional District employer match of up to 4% toward eligible voluntary retirement savings plans.**
- **Disability Insurance: District-paid short-term and long-term disability insurance.**
- **Mental Health and Wellness: Free mental health services available to employees and their families.**
- **Uniforms and Equipment: District-provided uniforms and required personal protective equipment (PPE).**
- **Tuition Assistance: Educational assistance opportunities available through grant-funded programs, subject to funding availability.**
- **Professional Development: Opportunities for continued education, specialized training, professional certifications, and career advancement within the District.**