

Prescribed Fire/Fuels Specialist Planning Tool:

This tool has been developed as a means to identify developmental criteria which will help to meet Position Competencies identified, and further outlined through the Competency Descriptors, for each position in the *IFPM Qualifications Standards and Guide*.

Introduction:

The purpose of this planning tool is to provide the current employee or an aspiring employee with **suggested** developmental activities to achieve the required competencies for this position. Individual agency requirements, employee’s background and personal initiative may dictate alternate developmental activities to achieve these competencies. The suggested developmental activities can be used (a) by the employee and supervisor to customize an Individual Development Plan towards meeting position competency as described in the *IFPM Qualifications Standards and Guide*; and/or (b) to identify the employee’s future training and development towards this position as a short or long term goal.

For complete competency details, refer to the Competency Descriptors for each key position in the *IFPM Qualifications Standards and Guide*.

Element	Element Descriptions	Development Elements
Program Management	<ul style="list-style-type: none"> • Develop, implement and evaluate program goals and objectives in support of mission accomplishments. Implement corrective actions. • Develop, implement and evaluate fire management budgets. • Supervise and develop employees. • Develop and maintain agency/bureau and interagency partnerships. • Identify research needs and apply new technologies. 	<ul style="list-style-type: none"> • Competency in program management at next lower Fire Program Management level (ie FOS, Fuels technician, Engine or Crew supervisor...). • Knowledge of agency financial management systems, project work plans, expenditure/cost tracking, and working knowledge of FPA. • Proficiency with PC and Windows-based software, and working knowledge of fire-related computer applications. • Suggested Training: <ul style="list-style-type: none"> ○ M-581 Fire Program Management ○ M-580 Ecosystem Management ○ Supervisory curriculum offered by OPM (1st 40 hr and 2nd 40 hr). ○ Technical Fire Management ○ –or- Continuing Education Ecosystem

Element	Element Descriptions	Development Elements
		Management curriculum. <ul style="list-style-type: none"> ○ –or- Natural Resource Degree (Bachelors of Science)
Program Planning	<ul style="list-style-type: none"> • Develop plans compliant with environmental laws, regulations and policies. • Participate in agency and interagency planning processes. • Prepare and review plans, and/or plan components including, but not limited to: <ol style="list-style-type: none"> 1. Annual Operating Plans 2. Training Plans 3. Prescribed fire/fuels management plans 4. Safety plans 5. Individual project plans 6. Fire effects monitoring plans 7. Integrate operational plans into unit and interagency plans • Conduct smoke management planning and analysis. 	<ul style="list-style-type: none"> • Participation on IDT as fire/fuels specialist or Team Leader • Working knowledge of agency specific NEPA, HFRA, NFP Implementation Plan direction. • Expert knowledge of unit Fire Management Plan • Experience with developing or implementing Cooperative Agreements and MOU’s with other federal agencies, state, county, or private landowners for joint fuels reduction projects. • Job experience in writing prescribed fire burn plans (RXBP), and expert knowledge of agency specific manual or handbook direction. • Participation with state-wide or agency specific Smoke Implementation Plan (SIP) or monitoring plan. • Knowledge of smoke modeling (NFS Puff, SASEM, FOFEM, and SIS) • Suggested Training: <ul style="list-style-type: none"> ○ RX-410 Smoke Management Techniques ○ NEPA Training (1900-1) ○ S-490 Advanced Wildland Fire Behavior Calculations ○ Fire computer applications training ○ Rx-510 Applied Fire Effects ○ Aviation safety, operations, and management training ○ S-580 Advanced Fire Use Applications

Element	Element Descriptions	Development Elements
Operations	<ul style="list-style-type: none"> • Manage fuels and prescribed fire programs including but not limited to: <ol style="list-style-type: none"> 1. Fuels management projects 2. Prescribed fire activities 3. Priority setting coordination 4. Logistics / support 5. Reporting • Manage wildland fire program components to include but not limited to: <ol style="list-style-type: none"> 1. Strategy and tactics 2. Incident management 3. Appropriate management response • Manage unit fire aviation programs or operations as appropriate including, but not limited to: <ol style="list-style-type: none"> 1. Tactical application of aircraft 2. Aviation safety management 3. Administration 	<ul style="list-style-type: none"> • Knowledge of unit specific Land Management Plan standards and guidelines for fuels planning and implementation. • Working knowledge of agency specific manual and handbooks relating to fire use. • Knowledge and experience in providing fire and fuels input to vegetation management projects. Experience in designing fuels treatments to meet management objectives. • Job experience in developing specifications for mechanical fuels treatments, including contracting and inspection. • Job experience in fuels program budget development, expenditure tracking, and agency specific accomplishment reporting process (ie MAR targets and/or NFPORS). • Job experience in developing out-year budgets, project work plans, tracking expenditures and cost. • Develop ICS qualifications to manage varying complexities of fire use and fire suppression operations, such as burn boss, prescribed fire manager, FUMA, FBAN, LTAN, DIVS, or ICT3. • Knowledge of WIMS, FireFamily Plus, and NFDRS. • Knowledge of fire behavior, effects, and smoke modeling (Fire Management Analyst Plus, FOFEM, FVS...) • Knowledge of monitoring and post-treatment evaluation. • WFSA knowledge and experience to be able to develop and analyze range of appropriate management response. • Suggested training:

Element	Element Descriptions	Development Elements
		<ul style="list-style-type: none"> ○ L-380 Fireline Leadership ○ L-381 Incident Management ○ S-490 Advanced Fire Behavior Calculations ○ S-491 National Fire Danger Rating System ○ S-492 Long Term Fire Risk Assessment ○ S-493 FARSITE Fire Area Simulator
Safety and Welfare	<ul style="list-style-type: none"> • Conduct prescribed fire/fuels modification operations in accordance with safety-related laws, policies and guidelines, including: <ol style="list-style-type: none"> 1. Occupational Safety and Health Act 2. Applicable state safety regulations 3. Department and agency policies and guidelines 4. NWCG guidelines • Conduct safety related education programs focusing on: <ol style="list-style-type: none"> 1. Training 2. Certification • Prepare hazard, risk, and trend analyses for: <ol style="list-style-type: none"> 1. Wildland fire environment hazards including, but not limited to: <ol style="list-style-type: none"> a. Fuels b. Weather c. Topography 2. Associated hazards including, but not limited to: <ol style="list-style-type: none"> a. Aviation b. Mechanized equipment c. Hazardous materials • Follow up identified hazards and risks with appropriate mitigation actions. 	<ul style="list-style-type: none"> • Evaluate personnel for competency, qualifications, and experience to provide safe and efficient prescribed fire operations. • Seek opportunities to develop subordinate qualifications and experience in prescribed fire and wildland fire use. • Working knowledge of agency specific health and safety code handbook. • Ensure all fire personnel are trained, certified, and prepared for wildland fire operations or prescribed fire implementation. • Experience in assessing hazards and risks for all projects, and ensuring risk mitigation in place prior to engagement or implementation (IRPG Risk Mitigation, Complexity Analysis, Aviation Risk Assessment...). • Adhere to qualification standards in NWCG 310-1 or FSH 5109.17 for all ICS positions. Participation on unit Redcard Review Committee. • Involvement with instructor cadre for local and geographic level training. • Coordinate with local, regional, or national safety officers on accident reviews and prevention. • Ensure all JHA's are updated each season, and reviewed by personnel.