



# Carpinteria-Summerland Fire Protection District

## JOB ANNOUNCEMENT

### **Wildland Fire Specialist**

\$9,706 to \$10,189 Monthly

Application Submission Deadline: January 30, 2026

Tentative Test Dates: February 23<sup>rd</sup> to February 26<sup>th</sup>

#### **THE FIRE DISTRICT:**

The Carpinteria-Summerland Fire Protection District is an independent Special District located 80 miles north of Los Angeles, California. Situated between the Pacific Ocean and the Los Padres National Forest, the District serves the more than 23,000 residents living in the City of Carpinteria and the unincorporated community of Summerland, CA. The Fire District operates out of two fire stations, employs 34 career members, and has an annual operating budget of over \$15 million. In 2025, the Fire District responded to more than 2,200 alarms.

#### **THE POSITION:**

This is a non-safety, non-exempt position and is eligible for overtime compensation in accordance with the Fair Labor Standards Act. Under the supervision of the Fire Marshal, the Wildland Fire Specialist performs wildfire prevention, education, planning, and coordination activities within the district. The position supports compliance with applicable provisions of the California Public Resources Code (PRC), Title 14 and Title 19 of the California Code of Regulations, and locally adopted wildfire prevention ordinances.

The Wildland Fire Specialist conducts defensible space and vegetation management inspections of improved and unimproved properties located within High and Very High Fire Hazard Severity Zones (FHSZ), consistent with PRC Sections 4290 and 4291 and related local standards. The position provides information, technical guidance, and assistance to property owners and occupants regarding wildfire risk reduction, fuel modification, and ignition prevention measures.

The position identifies, coordinates, and supports hazard abatement and fuel reduction projects intended to reduce wildfire risk and improve community resilience within the district. This includes coordination with property owners, contractors, partner agencies, and other stakeholders, as appropriate.

The Wildland Fire Specialist develops and maintains records of inspections, notices, contacts, and activities; prepares reports; and creates written educational materials for public distribution. The position researches, writes, administers, and manages state, federal, and local grants related to wildfire prevention, vegetation management, and community risk reduction.

The position represents the district at public meetings, workshops, and outreach events, community wildfire preparedness events, and interagency coordination meetings.

The position assists in the development, review, and implementation of wildfire-related regulations, planning documents, standards, ordinances, and Community Wildfire Protection Plans (CWPPs) or similar planning efforts applicable within the district's jurisdiction.

**EXAMPLE OF DUTIES:**

- Assist in the development, review, and implementation of wildfire-related regulations, standards, planning documents, ordinances, and Community Wildfire Protection Plans (CWPPs) or similar planning efforts.
- Research, write, administer, and manage state, federal, and local grants related to wildfire prevention, vegetation management, and community risk reduction.
- Identify, coordinate, and assist with hazard abatement, vegetation management, and fuel reduction projects within the district.
- Evaluate environmental impacts of proposed fuel management projects.
- Coordinate with the County and the State to meet required CEQA/NEPA standards for project development and environmental review.
- Implement, supervise, and/or write updates to the Community Wildfire Protection Plan (CWPP).
- Conduct defensible space and vegetation management inspections within High and Very High Fire Hazard Severity Zones, consistent with California Public Resources Code (PRC) Sections 4290 and 4291 and locally adopted wildfire prevention ordinances.
- Provide information, technical guidance, and assistance to property owners, residents, and businesses regarding wildfire risk reduction, ignition prevention, fuel modification, and defensible space requirements.
- Supervise cooperating agency and private contractor work crews.
- Respond to emergencies as requested by the department as a technical specialist.
- Provide expertise in enforcement of high fire hazard area brush clearance requirements for prevention/operations.
- Responds to citizen complaints of hazardous vegetation. Initiate inspections, document findings, issue notices of non-compliance when necessary, and maintain accurate inspection records in accordance with district policies and applicable regulations.
- Support District compliance with applicable PRC, CCR Title 14 and Title 19, and locally adopted wildfire prevention requirements.
- Develop, implement, and track wildfire prevention plans, projects, and programs designed to reduce wildfire risk and improve community resilience.
- Maintain records of inspections, contacts, grant activities, project status, and public outreach efforts; prepare periodic summaries and reports as required.
- Represent the District at public meetings, workshops, hearings, and community outreach events related to wildfire prevention and preparedness.
- Prepare reports, correspondence, and written educational materials for public distribution.
- Process annual burn permits.
- Perform related duties as assigned.

**ABILITY TO:**

Learn and follow departmental rules, regulations, and policies; Understand and follow oral and written directions, communicate clearly; Learn new materials, concepts, and techniques; Safely and effectively operate hand and power tools used in the reduction and removal of live and dead vegetation material; Extensive knowledge and experience in wildland firefighting and fire prevention principles and techniques; Extensive knowledge and experience in fuels management, techniques, practices, and effects; Considerable knowledge of and experience in wildland fire/arson investigation and laws relating wildland/interface fire prevention; Knowledge of local, state, and federal land use laws and regulations; Prepare clear, concise, and accurate reports; Able to interpret and write competitive grants; Work and communicate in a professional manner with the public, other government agencies, and local government officials; Able to resolve issues and complaints through conflict resolution practices; Maintain positive working relationships with the public, supervisors, and co-workers and perform work independently; Ability to implement the District's fuel vegetation management plan; Respond to emergency situations and perform duties as required.

**MINIMUM QUALIFICATIONS:**

- High school graduate or GED
- Four years in wildfire prevention, defensible space inspections, vegetation management, code enforcement support, fire prevention education, land-use planning support, or a related field.
- Extensive experience in wildland fuel reduction programs.
- Knowledgeable with firefighting techniques and fire science.
- Proficient in MS Office programs such as Word, Excel, and Outlook.
- California Driver's License and a satisfactory driving record at time of appointment.

**PREFERRED QUALIFICATIONS:**

- Associate's degree in Fire Technology, Forestry, Natural Resource Management, or related field.
- GIS mapping knowledge.
- Knowledge of the National Incident Management System (NIMS).
- Experience in public relations and outreach for a private or public agency.
- Federal or state agency fuels management experience
- Experience in fire suppression

**WORKING ENVIRONMENT:**

Work is conducted in both an office and field environment; travel from site to site; exposure to noise, dust, fumes, inclement weather conditions, and varied topographic conditions; operate computers and office equipment. Perform repetitive duties, wear protective equipment, climb ladders, and operate a motorized vehicle. Move and operate various types of hand and power tools.

**PHYSICAL CONDITIONS:**

Essential functions required: maintaining good physical condition necessary to remain stationary, move and work on uneven surfaces for periods of time. Ability to lift objects weighing less than 25 pounds, above the shoulders, below the knees, or at arm's length, less than 25 times per day.

**BENEFIT PACKAGE:**

- Membership in the Santa Barbara County Employees Retirement System
- Health and Dental Plan for employee and family up to \$1,935 month
- Vacation up to 204 hours per year
- Sick Leave 96 hours per year
- Education Bonus
- Longevity Pay
- Deferred Compensation Plan, district match up to \$100 per month.

**SELECTION PROCESS:**

The selection process will consist of the following elements: Application and Resume review; written exercise (40%), Oral Panel interview (60%), and written exercise (pass/fail). Candidates must pass all phases of the examination process with a score of at least 70% to be placed on the eligibility list. Depending on the needs of the district, successful candidates will be invited to a Fire Chiefs interview for final selection. The district reserves the right to modify the above stated components and/or weights. Should this be necessary, candidates will be notified of the specific components and/or weights prior to the selection process.

**EXAMINATION APPEAL PERIOD:**

All appeals regarding perceived unfairness or lack of job-relatedness must be filed in writing with the Fire Chief by the end of the third workday immediately following the interviews and before the results are published.

**APPLICATION PROCESS:**

- Applications can be obtained at: [www.carpfire.com](http://www.carpfire.com)
- Interested applicants must mail or drop off in person a completed hard copy Carpinteria-Summerland Fire Protection District application, letter of interest, resume, and proof of qualifications to:

Denise Kephart/ HR, Payroll Administrator  
Carpinteria-Summerland Fire Protection District  
1140 Eugenia Place, Suite A  
Carpinteria CA 93013

**DISCLOSURE:**

The Carpinteria-Summerland Fire Protection District conforms with State and Federal obligations to make reasonable accommodations for applicants and employees with disabilities. Qualified individuals with disabilities are responsible for informing the district at least seven (7) days prior to the final filing date if assistance is needed in completing the application process.

We consider applicants for all positions without regard to race, color, politics, religion, sex, national origin, ancestry, age, sexual orientation, marital or veteran status, presence of a disability, or any other legally protected status. Avoid any reference to the above or response which would allude to the above.

The provisions of this bulletin do not constitute an express or implied contract.