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| Working Title Air Attack Officer/Wildfire Technologist | Name |
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| Position Number | Reports to Position No., Class & Level | Division, Branch/Unit | Ministry Forestry & Parks |
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| Present Classification | Requested Classification |
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| Dept ID | Program Code | Project Code (if applicable) |
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PURPOSE: Give a brief summary of the job, covering the main responsibilities, the framework within which the job has to operate and the main contribution to the organization (see [Section 2.3](#)).

Under the general direction of the Wildfire Operations Officer, this position is accountable for the delivery and coordination of the Air Tanker Base program as well as assist with various other components of Operations and Prevention within wildfire management program. In addition due to the cost and time commitment of training to a certified Air Attack Officer level, a long term career commitment to the program is required.

An expectation of assisting with the supervision and development of Wildfire Rangers (NR5/6's) and indirect supervision of other division permanent and seasonal staff, this position plays a key leadership role which involves constant program monitoring, training, mentoring and coaching to achieve Provincial and Area goals and objectives.

During the fire season, the focus of this position shifts. This position is responsible for directing and coordinating aerial attack on wildfires. Effective delivery of the air attack component of fire suppression is integral to the protection of communities, natural resources and infrastructure. A good understanding of actual landscape values will greatly influence the success of these efforts. Related to gaining that understanding, this position will be assigned a variety of support or projects in forest management, land management, wildfire operations and other Area activities.

This position may also participate on Incident Command Teams, and Area and Provincial rosters throughout the fire season including Response Officer, Duty Officer and Provincial Aircraft Coordinator etc.

RESPONSIBILITIES AND ACTIVITIES: The purpose of the job can be broken down in different responsibilities and end results. Each end result shows what the job is accountable for, within what framework and what the added value is. Normally a job has 4-8 core end results. For each end result, approximately 3 major activities should be described (see [Sections 2.1](#) and [2.2](#)).

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1. Support the Wildfire Team by delivering assigned engineering, education and enforcement components of the Forest Protection Program

Activities

- Assist with Development and implementation, coordinate and oversee of assigned Fire Smart projects within the Area, including budget tracking
- Assist delivery of public events related to forest protection
- Assist delivery of fire department training related to wildfire strategies, tactics and procedures.

2. Support the Wildfire Management Operations Team by delivering assigned detection, pre-suppression and suppression components of the Wildfire Management Program.

Activities

- Assume Suppression and Pressuppression roles when not performing Air Attack Officer duties.
- Monitor and provide guidance to Area staff in the areas of pre-suppression, detection and suppression.
- Partake in rostered DO and DDO shifts within Forest Area, as well as DO and PAC shifts within AWCC

3. Manage FireSmart Projects for assigned communities in the Area

Activities

- Set priorities for work to be completed based on allocated budget
- Assign staff to be project supervisors and establish goals and objectives for the year
- Establish contracts for the work to be completed
- Audit work to ensure it meets standards and is cost efficient
- Participate as a member of the Firesmart Committee that included stakeholders and residents of the areas to set priorities and discuss work completed.
- Organize and chair public meetings related to the Firesmart program

4. Function as an Air Attack Officer throughout the Province by directing and coordinating aerial attack on wildfires.

Activities

- Direct and coordinate aerial attack with air tankers on wildfires ensuring that aircraft and fire retardant are used safely and effectively.
- Provide advice and aerial reconnaissance to ground personnel (Incident Commander) on fires as requested. Set priorities and make decisions regarding strategy and tactics in absence of Incident Commander
- Consult with Duty Officer regarding daily plans, forecasted activity, weather forecasts, tower weather and hazards
- Complete air tanker evaluation reports upon completion of each mission, debrief crew and sign daily log.
- Conduct safety briefings with aerial crews; ensure that crews are advised of fire hazard and behaviour, strategy, weather conditions, etc.
- Conduct initial annual orientation and review with contract staff issues such as hazard assessments, PPE, SOP, etc.
- Deal directly with any safety issues observed during tanker runs or base operations.
- Assess individual tanker runs for safety and determine if the risk is too high/low and call off as necessary.
- Develop best options for effectiveness, efficiency, and objectives / tactics.

5. Supervise the human resources assigned to ensure that services delivered support the area/division business goals

Activities

- Mentor/coach staff with regards to Wildfire Management policies, standard operating procedures and new tasks
- Mentor/coach other staff to promote smooth and efficient operations within the area based on experience

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6. Provide training and instruction at courses and workshops within the Area and at the Hinton Training Center

Activities

- Provide cross training for local fire departments and municipalities as required
- Provide instruction for the Air Attack Officer workshop as required at the Hinton Training Center

7. Support the Area Safety Program as well as the Provincial Program

- Develop site specific safety plans/guidelines
- Implement safety plans for projects
- Investigate incidents/accidents as a project supervisor or investigator when required
- Proper documentation for safety incidents

8. Provide assistances and support to all Departmental programs

- Provide professional services to forest management, land management or other Area assignments. These assignments may include FOMP program, monitoring and inspections, ecological or environmental assessments typical to Forest Officers in the Ops Division .
- Participate in cross training programs when required, both in learning and instructing.
- Actively assist in the department's recruitment and retention of season and permanent staff in a positive manner.

SCOPE: List specific information that illustrates what internal or external areas the job impacts, and the diversity, complexity, and creativity of the job (see [Section 2.4](#)).

- Position is responsible for assisting the Wildfire Operations Officer and Wildfire Prevention Officer in the delivery of the Forest Protection program in the Area
- Decision making involved in coordinating air attack operations (base and air) are significant and directly affect the safety of human lives. The Air Attack Officer determines flight patterns for the air tankers /helicopters as well as the bombing patterns. This is done with the Air Attack Officer doing an actual aerial assessment in a bird dog plane and leading in the air tankers through the safest route. The Air Attack Officer through direct observation of fire behaviour, topography, hazards such as power lines, oil and gas operations as well as communications with other aircraft, will make decisions regarding the safest flight pattern and/or call off the flight if the risk is too high, during efforts to enhance firefighting activities.
- The Air Attack Officer directly supervises various contract pilots and seasonal tanker base staff during the fire season. He/she will occasionally supervise other permanent or wage/project staff during projects.
- Strong Leadership role that involves mentoring, monitoring, training, group dynamics and problem resolution. While subordinates deal with day to day issues, the Air Attack Officer is overall accountable for ensuring that staff is trained and conversant with all guidelines and operating procedures and that their work is completed as required.

KNOWLEDGE, SKILLS & ABILITIES: Provide a list of the most important knowledge factors, skills and abilities including knowledge about practical procedures, specialized techniques, etc.; analytical and conceptual skills and abilities; and skills needed for direct interaction with others not only diplomas and degrees. Specific training if it is an occupational certification/registration required for the job.

- Diploma or Degree in Forestry or related Natural Resources
- Extensive related experience which has provided a sound background in fire suppression, fire prevention and land Management planning and operations.
- Requires knowledge of fire behaviour, fuel types, flight patterns and procedures, fire fighting techniques, weather

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conditions, aerial photo interpretation, forest ecology and topography which have been obtained through formal education, division courses and considerable related field experience as sector leader.

- Air Attack Officer training and certification. National Air Attack Level 1 course.
- Extensive working knowledge and ability to interpret forestry policies, legislation and administration- Forest and Prairie Protection Act and Regulations, Forest Protection Policies and Standard Operating Procedures, Public Lands Act, Forests Act, Occupational Health and Safety Act and Municipal Government Act, Policy and Procedures related to Air Tanker use and the Fire Bombing Procedures Manual.
- Developed verbal communication skills to deal with a broad spectrum of public as well as strong listening and written communication skills.
- Strong knowledge of decision support tools such as SFMS, DISPATCH, FIRES, LLP and Internet
- Computer skills (MS word, excel, outlook, Power point)
- Working knowledge of GIS system and ARC View
- Ability to develop and create area specific strategies as a team for fire prevention
- Ability to lead, and be part of a team in order to meet division goals
- Strong leadership skills
- An ability to apply extensive experience, effective coaching skills and constructive feedback to help subordinate staff develop their skills
- Well Developed negotiation and conflict resolution skills
- Class 5 Drivers licence
- Advance Wildfire Behaviour and ICS 300 Fire Management Training
- First Aid certificate, TDG air and Ground, WHMIS and certified as a Strike Team Leader

CONTACTS: The main contacts of this position and the purpose of those contacts.

- Works directly with Aboriginal groups and public stakeholders to manage and plan controlled burns, deal with prevention issues specific to the Area and discuss FireSmart initiatives planned for the Area.
- Ongoing contact with varying levels of Municipalities, Counties, Settlements, Reserves, Cities, Towns and Villages related to training opportunities and Mutual Aid Fire Control Agreements and plans.
- Other Emergency Services when responding to incidents in the Wildland urban interface areas in order to set up communications with one another, for safety reasons and to for a team to accomplish the same goals.
- Participates on Provincial Task groups to enhance programs or develop new programs to better the organization
- Ongoing collaboration with the operation section to ensure delivery of wildfire management programs and resolution to wildfire management issues.
- Ongoing contact with the public (acreage owners, farmers, cottagers etc) in the area to discuss many forest protection related topics which include FireSmart, prevention, organization awareness etc.