

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position Deputy Chief, Training, UAS and Emerging Tech	
		Division and/or Subdivision Fire Protection	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters Sacramento, CA	
		Class Title of Position Assistant Chief Supervisory w/differential	
		Position Number 542-068-1039-004	
		Effective Date December 1, 2025	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
	Under the supervision of the Tactical Air Operations Forestry and Fire Protection Administrator, Staff Chief for Fire Protection, the Deputy Chief has the responsibility and authority to provide direction and oversight to the CAL FIRE Tactical Air Operations Program including Aviation Training and UAS/Emerging Tech. The position is responsible for the Wildland Fire Chemicals program. The Deputy Chief is responsible for the coordination and liaison of training and deployment of Helitack and Air Base ground operations of the Military, California National Guard, Federal Fire agencies, Contract Counties, and other cooperating agencies when used by CAL FIRE.		
25%	*Provides statewide program direction, coordination, research, development and implementation of program policies and procedures with Aviation Management Unit (AMU), Region and Unit personnel to maintain the highest level of safety and effectiveness of the departments aviation base operations.		
25%	*Coordinates CAL FIRE's Wildland Fire Chemical program with AMU, Regions, and Units. Make recommendations to Department for types of chemicals, and effective ground use and application of Wildland Fire Chemicals. Responsible to assure that CAL FIRE's Wildland Fire Chemicals are tested according to accepted industrial and environmental standards. The Deputy Chief is the contracting officer for the procurement of CAL FIRE's Wildland Fire Chemicals.		
25%	*Coordinates region aviation training program with Region Training Officer to assist in the course selection, student allocations/selections for national, state level aviation course, participate as a cadre member and make cadre membership recommendations for regional and state level aviation courses, assists in curriculum development for all levels of aviation training as necessary. This position would provide program oversight and support to the Region's Air Tactical Group Supervisor Training program.		
	*These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.		
Equal Employment Opportunity (EEO) Statement: All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment:			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature	Date	Supervisor Signature	Date
Personnel use only	<input type="checkbox"/> Posted to Directory		
Initials and date			

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Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
15%	*Participates as a Subject Matter Expert (SME) on departmental and various cooperating agency committees. Prepare briefings and other presentations are required. Prepare other written and analytical projects assigned in support of the Fire Protection Executive staff such as reports to the Governor's Office, Department of Finance, Legislative Analyst's Office and other commissions and organizations as required. In addition to the listed duties, employee is subject to and available for assignment to emergency incident activities, which may include fire, flood, earthquake or other emergencies.		
10%	*Act as Region Aviation Coordinator at the Region Operations Command Center and coordinate with the Region/Unit Duty Chiefs and Emergency Command Centers, and Incident Management Team Air Operation Branch Directors to provide regional aviation coordination in support of safe and cost effective use of Department aircraft; coordination with federal forest agencies, local government, California National Guard, Federal Aviation Administration and Department of Defense in deployment and strategic utilization of aviation assets; air space management and deconfliction; assist with aviation frequency allocation; conduct cost-benefit analysis of aircraft utilization and the delivery of fire chemicals by aircraft; and logistical coordination of assigned aviation assets in order to meet operational needs. Desirable Qualifications: Desirable qualifications and experience include aviation operational assignments and National Wildfire Coordinating Group (NWCG) or CAL FIRE aviation qualifications, and cadre involvement. Fixed Wing operational experience to include Air Attack Base Manager, Air Attack Base Battalion Chief, Aerial Supervision Module, ATGS Field Training Officer (FTO) and/or Final Evaluator (FE), Helicopter Coordinator (HLCO), Helitack, Military, and UAS operational experience. *These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.		
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Job qualifications and/or conditions of employment: The incumbent is required to wear respiratory protection equipment, including self-contained breathing apparatus (SCBA). The use of such equipment may place a physiological burden on the incumbent that varies with the type of equipment used, the job and workplace conditions in which the equipment is used, and the medical status of the incumbent. As such, CalOSHA requires that the incumbent be annually medically cleared to be fit-tested for respiratory protection equipment. This clearance process consists of a comprehensive medical evaluation including a review of the incumbent's medical history, a complete physical examination, and vision, hearing, spirometry, and exercise treadmill tests. The incumbent to this position shall be retained for not less than a two-year commitment starting on the date of appointment. Any lesser commitment shall be approved by the supervisor to the incumbent. Occasional travel for meetings and emergency incident activity may be required.			
"We have discussed this document in its entirety and understand the duties of this position."			
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