

# Full-Time/Temporary OPPORTUNITY



## WILDFIRE DEFENSIBLE SPACE INSPECTOR

Temporary | Full-Time|Multiple Positions

Limited Benefits

\$29.83 - \$32.89 per hour, DOE/DOQ



## ABOUT THE CITY

The City of San Rafael is focused on enhancing our community members' quality of life through well-designed services and a positive workplace culture. San Rafael is the economic and cultural heart of Marin County, and its high quality of life is centered on its commercial districts, engaged neighborhoods, active lifestyle, and natural environment.

With a population of approximately 60,000, San Rafael is a full-service city with a City Council and City Manager form of government with 12 departments, more than 400 employees, and an annual budget in fiscal year 2025-2026 of approximately \$193 million.

***The City's vision is to be a vibrant economic and cultural center reflective of its diversity!***



**OUR VISION...** where do we want to go  
A citywide effort to improve service delivery  
and make San Rafael a great place to work.

**OUR MISSION...** how do we get there  
Bring together all City Employees to create,  
implement, and celebrate innovative solutions to  
organizational and community challenges.

## *Together San Rafael Guiding Principles:*

### **Together in Service:**

Foster teamwork by collaborating across departments and recognizing the value of diverse perspectives. Help others succeed by creating a supportive environment and always assuming positive intent in interactions.

### **Reimagine the Status Quo:**

Challenge norms by asking “why” and testing creative ideas to innovate and improve service delivery. Remember, just because we've always done something one way doesn't mean we should continue; think outside the box.

### **Start with Community Needs:**

Cultivate trust and design services with the community in mind. Convene and co-create solutions to better understand and address the needs of those we serve.

### **Practice Openness:**

Advocate for transparent, open communication while remaining curious and adaptable. Embrace change to enhance service delivery and drive improvement.

### **Find Something to Say Yes To:**

Encourage a positive and solution-oriented approach by taking risks and trying new approaches to solve problems. Embrace creativity and positivity to deliver exceptional customer experiences.

### **Be Mindful:**

Every interaction creates a meaningful story, stressing the importance of being considerate and thoughtful in actions and decisions. Serve with integrity and honor our role in responsibly managing public resources.

# THE DEPARTMENT

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The San Rafael Fire Department is an all-risk fire agency with 69 highly trained operational firefighters providing services in firefighting, Advanced Life Support (ALS) response, ambulance transport, technical rescue, hazardous material response, disaster response, fire prevention, and community preparedness. We are dedicated to delivering the highest level of emergency service to our community—professional, compassionate, predictable, consistent, and sustainable.

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# THE POSITION



**This is a part-time/temporary position limited to 1,000 hours worked within a fiscal year (July 1 through June 30) that receives NO City benefits. This assignment is expected to run through September 30, 2026 at the latest.**

The Wildfire Defensible Space Inspector will perform a variety of wildfire prevention duties with a focus on one-on-one education via property wildfire risk evaluations. The inspector's efforts will support resident compliance with City and State Fire codes. The customer-service oriented positions will support the City's and Marin Wildfire Fire Prevention Authorities' (MWPA) goals. The ideal candidate will be able to connect and inspire individual action among our diverse community by explaining complex concepts in easy-to-understand ways. Inspectors will utilize tablets and other technology to document findings and interactions in the field.

## ESSENTIAL DUTIES AND RESPONSIBILITIES

- Perform defensible space inspections and wildfire risk evaluations in accordance with the San Rafael Municipal Code 4.12.
- Investigates public and referred public agency complaints.
- Provide guidance to residents on suggested and required home hardening and defensible space strategies.
- Provide residents with appropriate support resources and programs.
- Increase awareness, knowledge and actions implemented by individuals and communities to reduce human loss and property damage from wildfires.
- Collects, enters, maintains, and disseminates data pertaining to fire prevention; reconciles reports, files and records.
- Composes letters and reports based on field notes.
- Collect and input data and images into electronic devices.

# COMPENSATION

Salary Range: \$29.83- \$32.89 per hour DOQ/DOE

The **Wildfire Defensible Space Inspector** is a Temporary/Full-Time position under the Temp/Seasonal Salary Resolution (Paraprofessional Temp).

# BENEFITS

- Participation in a retirement plan is mandated by Federal Law, and employees will be enrolled in the Public Agency Retirement System (PARS): PARS retirement: Employer contribution of 3.75% and employee contribution of 3.75%.
- Sick Leave in accordance with California's Paid Sick Leave Law (AB 1522).



## HOW TO APPLY



or



Questions? Contact [rhonda.castellucci@cityofsanrafael.org](mailto:rhonda.castellucci@cityofsanrafael.org)

**APPLY BY FRIDAY, MARCH 7, 2026**

Applications reviewed on a rolling basis

**INTERVIEW SCHEDULE -**

**Tentatively scheduled for week of March 16-20**

Panel interviews. In person preferred.

**Selected candidates should be prepared to participate in the training academy scheduled to start the week of April 13th**