

## RESOURCE MANAGEMENT TRAINING GUIDE - RESEARCH PROGRAM SPECIALIST

(No. 14 March 2001)

### MINIMUM QUALIFICATIONS

Experience and education which provide ability to perform successfully as a Research Program Specialist at the level and in the specialty for which application is made.

and

Either I

One year in the California state service performing research duties at a level of responsibility equivalent to that of Research Analyst II.

or II

Experience: Three years of progressively responsible technical research experience above the trainee level engaged in the collection, compilation, analysis and interpretation of data. (A Doctoral Degree in Economics, Psychology, Sociology or a research-oriented field may be substituted for two years of the required experience. A master's degree in one of the above fields may be substituted for one year of the required experience.) (Experience in the California state service applied toward this requirement must include one year of experience in a class at a level of responsibility equivalent to Research Analyst II.)

and

Education: Graduation from college with any major but with extensive course work in economics, psychology, sociology or related research-oriented field. This must include at least six semester hours in statistics.

**INDIVIDUAL PROFESSIONAL TRAINING - RESEARCH PROGRAM SPECIALIST**

Course			Participant Time Frames			Prerequisites	Notes
Title	Hours	Location	When	Requirement	Frequency		

**JOB REQUIRED**

***Job Required Within First Year - Research Program Specialist***

Defensive Driver Training	4	Unit	Within first 4 years of employment	State Adm. Manual - Required to operate <u>any</u> vehicle on state business	4 hours every 4 years	California Driver's License	
EEO/Workplace Free of Discrimination/Sexual Harassment	8	Academy, Unit	8 hrs during initial year of employment	CDF Policy Mandated	4 hours every 2 years thereafter	None	(*)
Public Safety - C.P.R.	4	Unit	After initial training	Required	4-8 hours refresher every 2 years	None	

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**16 Total Hours Job Required Within First Year - All Research Program Specialists**

**JOB ENHANCEMENT**

Basic Forest Practice	32	Academy	Upon appointment		Once	None	
California Environmental Quality Act (CEQA) Training	24	Unit	Upon appointment		Once	None	
Hazardous Materials Awareness	8	Unit	Upon appointment		Once	None	
I-100 Introduction to ICS	3	Unit	Upon appointment		Once	None	
Public Safety First Aid	26	Unit	Within 1 year of initial hire or prior to response		8 hour refresher every 2 years	None	
Public Safety - C.P.R.	8	Unit	Within 1 year of initial hire		4-8 hours refresher every 2 years	None	
Basic Firefighter	67	Unit	Prior to response or <u>any</u> fireline assignment	Required for <u>any</u> fireline assignment	Once	None	

Course			Participant Time Frames			Prerequisites	Notes
Title	Hours	Location	When	Requirement	Frequency		
Personal Protective Equipment	[5]	Unit	Within Basic Training	Mandated - Title 8 3401 (b) (5)(6)	Once	None	
Forest Insect Disease Identification And Management	24	Academy	Unit option	Recommended	Every 5 years	None	
Forest Practice Enforcement	24	Academy	Unit option	Recommended	Every 4 years	POST Basic Academy or Public Officer recommended	

**216 Total Hours Job Enhancement - Research Program Specialist**

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