

# East Olympia Fire District Six

## POSITION DESCRIPTION

### Volunteer Firefighter/EMT

#### **Reimbursement**

As identified in Guideline #A-03 Volunteer Responder Reimbursement.

#### **Reports to:**

This position normally works under the supervision of a Captain or Lieutenant.

#### **Nature of Work:**

This position performs firefighting and emergency medical care and fire prevention duties. Included within these duties are the following: preventing, combating, and extinguishing fires; saving life and property; assisting the public as directed; station and equipment maintenance, and related activities as required; and performs other duties as assigned.

#### **Duties and Responsibilities:**

1. Performs firefighting activities including, but not limited to, driving fire apparatus, operating fire pumps and related equipment, laying hose, climbing ladders, and using Self-contained Breathing Apparatus (SCBA) equipment.
2. If certified, performs emergency medical activities including, but not limited to, basic life support, first aid, and defibrillation.
3. Assists in training for shift responders on various skills including firefighting, hydraulics, hazardous materials familiarization, heavy rescue, and emergency medical services in order to maintain an acceptable skill level.
4. Complies with District Policies and Procedures and ensures members are working/operating in a safe and prudent manner.
5. Participates in training and drills to meet department requirements.
6. Completes timely and accurate emergency incident reports and various recordkeeping functions, station logs, fire, and EMS reports.
7. Communicates effectively with others with the use of radios and telephones.
8. Participates in pre-incident planning of buildings, hydrants, and other fire prevention programs.
9. Assists with maintaining fire equipment, buildings, and apparatus, including the cleaning, polishing, and testing of various types of fire service equipment.
10. Performs daily checks of fire apparatus, equipment, and any other emergency equipment.
11. Utilizes computers and other electronic equipment for all related assignments.
12. Performs similar or incidental duties as required.

#### **Minimum Qualifications:**

1. High school diploma or equivalent.
2. At least 19 years of age.
3. Completion of an accredited recruit academy.
4. Valid Washington State drivers license.

5. Driving record consistent with requirements of District insurance carrier.

**Required Knowledge and Skills:**

1. Reading and math skills at high school level.
2. Ability to write legible organized paragraphs.
3. Ability to operate hand tools, small equipment, and all firefighting equipment.
4. Ability to follow instructions and take directions.
5. Ability to communicate effectively, both orally and in writing.
6. Ability to meet District standards for customer service and teamwork.
7. Ability to perform safe work practices and procedures.
8. Ability to perform within the incident command system.
9. Ability to participate in public relation and education programs.
10. Ability to function with the Incident Command System.
11. Ability to drive and operate all fire and EMS vehicles of the district.

**Required Interpersonal Skills:**

1. Must be able to perform efficiently and effectively as a team member in a combination agency and in the interest of customer service.
2. Project an image of professionalism through appearance, cooperation, compatibility, punctuality, and enthusiasm.

**Physical Requirements:**

1. Pass and maintain District's minimum medical and health standards physical requirements within the purview of the Americans with Disabilities Act.
2. Lift, move, and carry a minimum of 120 pounds.
3. Successful completion of the District's SCBA Physical Agility Test.
4. Able to jump off a raised area 3 to 4 feet high.
5. Able to drive mobile apparatus under emergency response conditions.
6. Able to carry, on his/her back, a Self-contained Breathing Apparatus (SCBA) weighing approximately 35 pounds while carrying 100 pounds of hose on his/her shoulder for up to several minutes at a time.
7. Able to work at heights of 40 feet or more, such as on roof tops or ladders, where a sense of balance is needed.
8. Able to crawl on his/her hands and knees.
9. Able to climb up and down ladders and stairs with tools and/or equipment weighing up to 50 pounds.
10. Able to drag or pull heavy objects, such as a person weighing up to 200 pounds, over various floor surfaces and/or terrain.
11. Able to work in ambient temperatures of 100 to 150 degrees F wearing a Self-contained Breathing Apparatus (SCBA) on his/her back.
12. Able to work in a confined space, such as an attic or crawl space, of a structure.
13. Able to grip, lift, and carry equipment and/or tools with gloved hands from the ground, which may weigh up to 100 pounds.
14. Able to use tools to pull down ceilings or walls requiring his/her arms to be above head level.
15. Able to cut/chop holes in roofs, walls, and floors using an axe or power saw.
16. Able to lift and carry a ladder weighing 75 pounds off a truck or from the ground.

**Equipment and Mechanical Aids Used:**

1. Drive and operate Fire service related apparatus and equipment.
2. Drive and operate EMS apparatus and related equipment.
3. Basic First Response and Hazardous Materials equipment and documents.
4. Computers and other office equipment.
5. Incident Command System tools (maps, marker boards, division boards, radios, etc.)

**Working Conditions:**

The Firefighter/EMT must be able to work effectively under physically and mentally stressful situations including exposure to extreme temperatures, contaminated atmospheres, hazardous materials, adverse weather, heights, confined areas, medical trauma, and illness.