

NEDERLAND FIRE PROTECTION DISTRICT POSITION DESCRIPTION

Title: Volunteer Firefighter/EMT
FLSA Classification: Volunteer
Work Status: Volunteer
Effective Date: February 15, 2009

This position description is established by the Nederland Fire Protection District (“District”) to outline the basic requirements, duties and general responsibilities of the Volunteer Firefighter/EMT position. This is a volunteer position within the meaning of the Fair Labor Standards Act of 1938, 29 U.S.C.A. §§ 201, *et. seq.* (FLSA), and the regulations of the US Department of Labor Wage and Hour Division, 29 C.F.R. § 553.100 *et seq.*, interpreting and implementing the FLSA. Individuals serving in this position do so for civic, charitable and/or humanitarian reasons, without promise, expectation or receipt of compensation for services rendered, as defined under the FLSA and the related regulations.

The headings in this Position Description are for reference only and shall not affect its interpretation.

SUMMARY OF POSITION:

Under the supervision of the Fire Chief, the Volunteer Firefighter/EMT serves as a team member in performing firefighting and emergency medical life support procedures in accordance with applicable medical protocols and federal, state and local law, and the District's rules, policies and procedures.

REPORTING RELATIONSHIP:

The Volunteer Firefighter/EMT works under the direct supervision and guidance of the Fire Chief or his/her Designee.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following duties are an overview of the primary duties and responsibilities of the Volunteer Firefighter/EMT and should not be considered an all-inclusive list.

1. Respond to alarms, and protect life and property through the prevention and extinguishment of fires. Assist in the preservation of evidence to determine the origin and cause of fire.
2. Combat, extinguish and prevent fires.
3. Drive District emergency apparatus and vehicles, and operate District equipment, in emergent and non-emergent situations.
4. Participate in rescue operations.
5. Perform emergency basic life support until relieved by advanced life support personnel in accordance with all applicable emergency medical protocols and federal, state and local laws, and the District's rules, policies and procedures.
6. Attend regular training sessions to learn, refresh and practice fire fighting, EMS and rescue skills and methods.
7. Perform regular maintenance of apparatus, tools and equipment in order to ensure they are kept clean and in good working order.

8. Perform regular maintenance of stations and grounds to ensure they are kept clean, safe and stocked.
9. Inspect and re-inspect special systems, and new and existing commercial, industrial and other buildings for fire hazards, efficiency of fire protection equipment, adequacy of exits and fire escape, and general compliance with applicable Fire Codes and nationally recognized standards.
10. Instruct owners/occupants in the removal of hazards, check on complaints, and aid in the investigation of fires, assist in educating the public in order to prevent fire and advocate life safety measures.
11. Consistently and correctly apply the District's rules, policies and procedures.
12. Timely prepare complete and accurate District records and reports.
13. Consistently promote a professional image of the Fire District at all times.
14. Perform such other duties as may be assigned by the Fire Chief or other supervisor from time to time.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

1. Demonstrate a comprehensive knowledge of the District's rules, policies and procedures, including but not limited to the rules, policies and procedures contained in the District's Member Handbook and the Standard Operating Guidelines.
2. Demonstrate a proficiency in the skills, methods and knowledge required for the position, and a commitment to keep abreast of current developments in the fire and emergency medical services.
3. Demonstrate a courteous and professional manner to the public, paying particular attention to personal hygiene and cleanliness. Maintain composure and a professional attitude under stressful conditions. Demonstrate mature, professional and appropriate conduct at all times and in all places.
4. Demonstrate ability to create a work environment in which volunteers and employees can be open and at ease with each other. Ability to promote and maintain a positive, effective team environment. Ability to establish and maintain harmonious relationships and mutual respect among team members.
5. Responds positively to authority and direction from supervisors.
6. Demonstrate ability and initiative for continual self-development.
7. Demonstrate consistent ability to work as needed to achieve results and/or meet targets within established time frames.
8. Demonstrate effective listening and speaking skills. Produce clearly organized and easily comprehended written communications. Maintain an open line of communication with superiors and subordinates.
9. Ability to handle multiple responsibilities simultaneously, prioritize responsibilities appropriately, and perform responsibilities in a thorough and timely manner.
10. Ability to adapt to necessary changes in operations; willing to try new ideas.
11. Ability to make sound decisions in extremely stressful and life threatening situations. Willing to make timely, fact based decisions; ability to handle uncertainty and clarify ambiguities timely and effectively. Ability to see unusual aspects of a problem and find unique solutions; evaluate results for effectiveness.
12. Ability to use mechanical skills to perform basic maintenance and repair work on District stations and associated equipment.

QUALIFICATIONS:

1. Must possess a High School diploma or G.E.D.
2. 21 years of age

3. Must possess at time of hire, or obtain within 30 days of the date of hire, and maintain a valid Colorado Driver's license, unrestricted except for conditions that may be reasonably accommodated. Must maintain an acceptable driving record.
4. Must possess and maintain at least one of the following certifications at the time of appointment, or within one year of the date of appointment: Fire Fighter I or EMT-B Certification, and Hazardous Materials Awareness; S130/190; NIMS IS700 and EVOC.
5. Must be a US Citizen or show proof of authorization to work in the United States.

Work Environment and Physical Requirements:

This position requires work in a variety of locations and conditions, including living quarters and office areas, in and around a wide variety of automotive, mechanical, chemical and medical equipment or supplies, and emergency scenes of every type.

1. Strenuous physical activity under extreme adverse conditions will be required frequently.
2. Must be able to lift, move and carry objects up to one hundred (100) pounds.
3. This position requires standing, running, walking, sitting, kneeling, stooping, bending, lifting, squatting, pushing, pulling, crawling, jumping, sliding, climbing, pinching, gripping, digging, spraying, reaching over head, reaching away from body, and repetitive motion.
4. Will be required to work in all weather conditions and in extreme temperatures below twenty (20) and in excess of one hundred (100) degrees Fahrenheit.
5. Work may be performed under dangerous, hazardous and adverse conditions, including, but not limited to, weakened structures, slippery and uneven surfaces, proximity to moving mechanical equipment, burning structures, broken glass or other materials, electrical currents, high places, and confined spaces.
6. Work may result in exposure to contaminated environments, including but not limited to, hazardous materials, smoke, gases, chemicals, fumes, odors, mists and dusts, which may require the use of Personal Protection Equipment.
7. Work may result in exposure to individuals or blood carrying infectious diseases or illnesses, such as Hepatitis A, B or C, HIV, tuberculosis, small pox, etc.
8. Work may result in exposure to high noise levels requiring the wearing of hearing protection.
9. This position demands frequent use of sensory activities such as talking, seeing, hearing, smelling, feeling (identifying objects by touch), depth perception and color vision.
10. This position will involve frequent periods of high physical, mental and/or emotional stress.
11. Must have good close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus quickly.
12. Must be able to wear all assigned bunker gear.