

North-West Fire Protection District

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Volunteer Firefighter Position Description

SERVICE HOURS: As Necessary to Satisfactorily Perform the Duties of the Position
FLSA STATUS: Volunteer
EFFECTIVE DATE: January 1, 2011

This position description is established by the North-West 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 FLSA. As such, 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 in the FLSA.

Unless expressly defined in this position description, all terms have the same meaning as defined in the Member Handbook, as may be amended from time to time by the District Board in its sole discretion.

Position Summary

Under the general supervision of the officer in charge, the Volunteer Firefighter performs a variety of tasks involved in protecting life and property from fire and emergency situations; maintains equipment; and, participates in fire safety programs. The Volunteer Firefighter may serve as an Engineer as designated by the Fire Chief.

Immediate Supervisor

A Volunteer Firefighter works under the immediate supervision of the officer in charge.

Primary Duties and Responsibilities

The following are an overview of the primary duties and responsibilities for this position and should not be considered an all-inclusive list:

1. Achieve and maintain a high level of knowledge of fire fighting methods, and use of all fire fighting and rescue equipment.
2. Perform a variety of technical and manual labor duties required to locate, control and extinguish fires, including locating and catching fire plugs at fire scenes; laying in and threading hoses to pumper; performing forcible entry operations to gain access into structures, using a variety of tools and equipment; ventilating structures; using a variety of hand-held and powered tools (axes, pike poles, saws, *etc.*) necessary to locate, control and extinguish fires; carrying, positioning and raising ground ladders; acting as nozzle person on engine lines and/or booster lines; and, performing salvage operations to prevent damage to property not involved in fires and/or emergency situations, including the placement of covers, removing property from danger, and removing water, smoke and heat from structures, *etc.*
3. Within the scope of Volunteer Firefighter's experience, training and certification(s), provide fire and emergency services anywhere within the District's jurisdiction in response to an emergency incident, regardless whether the Volunteer Firefighter has been formally called to duty.
4. Maintain, clean, service, inspect and load firefighting and/or emergency equipment, tools, *etc.* on pumpers; wash, dry, and reload pumpers with clean, dry hose; refill booster tanks; refill SCBA pack tanks; and, assist in minor repairs to apparatus and equipment.

5. Respond to hazardous material incidents; may clean up gas from accident scenes.
6. Respond to extrication calls and perform tasks to extricate individuals safely from wrecked vehicles, structures, earth cave-ins, *etc.*, using a variety of tools and equipment (saws, jacks, pry bars, *etc.*).
7. Perform search and rescue operations to locate and remove individuals from fire and emergency situations.
8. Maintain knowledge of fire prevention and inspection standards and practices necessary to satisfactorily perform fire safety inspections. May participate in fire inspections of business establishments, public buildings, and residences; may assist in arson investigations; assist in preparing inspection reports.
9. May present fire safety programs to civic, fraternal, business, and school groups.
10. Participate in training classes and drills to maintain and increase firefighting and emergency techniques and response.
11. Responsible for the care and maintenance of fire stations, grounds, fire apparatus and other vehicles and equipment used in the performance of duties.
12. Maintain familiarity with structures in the District's jurisdiction.
13. Clean assigned fire station quarters, apparatus rooms, *etc.*
14. Follow written and oral orders and directions of all supervisors.
15. Effectively work as a member of a team, including functioning as a member of a combination department working with both career and volunteer members on a regular basis.
16. Works in a positive manner and encourages safe and coordinated teamwork and emergency response.
17. Consistently promotes a professional image of the District at all times.
18. Performs such other duties as may be assigned from time to time.

Mandatory Qualifications and Requirements

1. Be at least 18 years old on the date accepted into the District's Volunteer Firefighter Program.
2. Possess, or obtain within 30 days of the date accepted into the District's Volunteer Firefighter Program, and maintain a valid Colorado Driver's license with an acceptable driving record.
3. Possess and maintain a CPR certification.
4. Meet training and service requirements as established by the District Board or Fire Chief.
5. Ability to use a variety of hand and power tools used in emergency and fire situations.
6. Ability to learn about sprinkler systems and alarm systems within the District's jurisdiction.
7. Ability to establish and maintain effective working relationships with the public, other employees, and supervisors.
8. Ability to pass a physical agility test as approved by the Fire Chief.
9. Ability to think clearly and react quickly in emergency situations.
10. Ability to drive and operate fire trucks.
11. Ability to read, write, speak and understand the English language at a level adequate to perform the job.

Preferred Qualifications

1. State of Colorado EMT certification.
2. State of Colorado Firefighter I certification.

Working Environment/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 periodically.
2. Ability to lift or move items in excess of one hundred fifty (150) pounds occasionally.
3. Ability to lift over the head and also carry weights of at least 75 pounds regularly.
4. This position requires standing, running, walking, sitting, kneeling, stooping, bending, lifting, squatting, pushing, pulling, crawling, ascending and descending ladders and stairs, jumping, sliding (including sliding down a fire pole), climbing, pinching, gripping, digging, spraying, reaching over head, reaching away from body, and repetitive motion.
5. Ability to perform duties while wearing breathing apparatus and other cumbersome equipment.
6. Ability to perform arduous physical tasks, such as laying hose, acting as nozzle person, positioning ladders, and other fire fighting activities.
7. Ability to perform job tasks under conditions of potential serious harm (smoke, heat, toxic fumes, hazardous materials, heights, and similar situations) and all types of weather conditions and in extreme temperatures.
8. Work may be performed under hazardous and adverse conditions, including but not limited to, slippery and uneven surfaces, proximity to moving mechanical equipment, burning structures, broken glass or other materials, electrical currents, high places, and confined spaces.
9. Work may result in exposure to smoke, gases, chemicals, fumes, odors, mists and dusts, which can affect the respiratory system or skin requiring the wearing of furnished PPE.
10. 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.* requiring the wearing of furnished PPE.
11. Work may result in exposure to high noise levels requiring the wearing of hearing protection.
12. This position demands frequent use of sensory activities such as talking, seeing, hearing, smelling, feeling (identifying objects by touch), depth perception and color vision.
13. This position will involve periods of high physical, mental and/or emotional stress.