

JOB DESCRIPTION
Volunteer Firefighter/Emergency Medical Technician (Volunteer FF/EMT)
(Volunteer Position)

GENERAL PURPOSE

The Volunteer Firefighter/Emergency Medical Technician (Volunteer FF/EMT) serves the community by responding to a wide variety of situations, ranging from emergencies that immediately threaten life or property to routine citizen requests for information or assistance. They perform within the scope of the policies and procedures of Port Ludlow Fire & Rescue and they perform duties in the following general categories: fire suppression, emergency medical aid or rescue, hazardous material responses, training, building inspections and public education. The Volunteer FF/EMT normally works under the supervision of a company officer and is expected to function effectively as part of a highly trained team. They are also expected to perform their duties under adverse conditions and physical conditions that may pose a high risk of personal injury or exposure to hazardous conditions or infectious diseases.

The Volunteer FF/EMT is required to attend regularly scheduled training in order to maintain the high level of knowledge, skill and ability necessary to function safely and effectively as a firefighter and EMS provider in accordance with state law, county protocols, and standard operating procedures.

The work performance of a Volunteer firefighter/EMT is continuously evaluated for general knowledge, skill proficiency, and ability to work as part of a team. Any deficiencies are corrected through remedial training.

DISTINGUISHING CHARACTERISTICS

The Volunteer Firefighter/EMT is a non-compensated position. The Volunteer Firefighter/EMT may be awarded "points" in an effort to cover expenses incurred in the course of volunteering for the District. Volunteer Firefighter/EMTs are not normally assigned shifts but are expected to respond from home or work to District calls.

Individuals fulfilling the duties and responsibilities of a Volunteer Firefighter/EMT will at all time present themselves in a courteous, professional and responsible manner.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The Volunteer Firefighter/EMT drives or rides an emergency vehicle in response to fire, rescue and emergency medical events, hazardous materials response/mitigation and routine requests for help or assistance. In the performance of their duties, the Volunteer Firefighter/EMT places equipment, lays and connects hose; operates high-capacity pumps and directs water streams; raises and climbs ladders; uses chemical extinguishers, safety belts, lines and hooks and uses self-contained breathing apparatus. The Volunteer Firefighter/EMT may enter burning buildings as part of a fire suppression team, perform ventilation tasks above ground, carry heavy objects and equipment and rescue injured or trapped victims. The Volunteer Firefighter/EMT also responds to requests for pre-hospital emergency medical care and

transport of sick or injured persons, setting up and/or operating oxygen and auto-defibrillation equipment, administering pre-hospital emergency medical care to the sick and injured and performing other related work as assigned.

DESIRED MINIMUM QUALIFICATIONS

Knowledge of:

- Modern fire service principles, procedures, techniques, and equipment.
- Fire protection systems, evacuation considerations, and building construction regulations for fire safety.

Ability to:

- Communicate effectively, both orally and in writing; ability to understand and carry out verbal and written instructions using the English language.
- Obtain or possesses and maintain certification as an EMT-Basic or IV Tech, or Intermediate, when eligible per County standards.
- Maintain physical conditioning necessary to perform efficiently in emergency situations; meet medical and physical agility standards as established.
- Learn the geography of the District, the location of important buildings and the street system.
- Participate in training drills; attend school and classes on fire fighting, hydraulics, first aid and emergency medicine, fire equipment, and apparatus, and other classes associated with recognized fire fighter and EMT standards.
- Learn and apply technical information pertaining to fire fighting.
- Assist career staff in performing protective inspections of structures and businesses in the community for fire hazards and pre-incident surveys for tactical planning.
- Assist career staff in conducting fire-safety education classes.
- Analyze and cope with a variety of emergency situations calmly but effectively and to react quickly to secure accurate and precise information on the location, extent, and nature of fires and emergency aid requests.
- Sustain heavy physical labor during periods of intense activity in emergency situations; to work at varying heights above grade.
- Work within a para-military organization and respond readily to directives.
- Establish and maintain effective working relationships with co-workers, supervisors, and the general public; to work effectively as a team member.
- Assist career staff in updating map book for new additions, streets, and complexes for use in emergencies.

- Service and operate all District equipment and apparatus.
- Perform necessary maintenance, testing and care of fire hoses, trucks, ladders, and auxiliary equipment and apparatus.
- Prevent waste and damage of materials, supplies, and equipment.
- Perform general maintenance and minor repairs to station facilities; perform assigned janitorial activities and minor maintenance and painting.
- Perform community service activities.
- Maintain necessary records and reports, incident forms, and daily shift operation logs, to accommodate needs of the district including computer data entry.

Training and Experience:

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school and it is desirable to have obtained an associate’s degree and/or a four-year college degree in fire suppression, emergency medicine or a related field.

Licenses; Certificates; Special requirements:

- High School Diploma or GED
- A valid Washington State Driver’s License
- Washington EMT-Basic certification
- IFSAC Firefighter I or equivalent education and experience.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

Work is performed primarily in the fire station, then on emergency medical scenes, mass casualty, fire scenes and extra ordinary events as they occur. Performing tasks under emergency conditions may require strenuous exertion. The exposure to death, emotional stress, patients with contagious diseases and terminal illnesses can be expected.

Mental Demands:

While performing the duties of this position, the employee will be regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning;

observe and interpret situations; learn and apply new information or skills; and interact with fire district members, other organizations and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical hazard from fire, equipment, traffic, smoke inhalation, and falling objects at emergency scenes, and exposure to health risks may occur. Performance of hazardous tasks under emergency conditions may require strenuous exertion under such handicaps as limited visibility, exposure to hazardous or toxic chemicals and gases, extremes in temperatures, cramped surroundings, and contact with death, emotional stress, contagious diseases, and terminal illness.