

Scandia Fire & Rescue  
Volunteer Firefighter  
Position Description

GENERAL REQUIREMENTS

Protects life and property by performing fire fighting, emergency aid, hazardous materials, and fire prevention duties. Maintains fire equipment, apparatus, and facilities. Firefighters have the responsibility for the protection of life and property from the hazards of fire or other hazardous environments.

SUPERVISION RECEIVED:

Works under the supervision of the Fire Chief, Assistant Fire Chiefs, or Captains.

SUPERVISION EXERCISED

May assist in supervising volunteer firefighter/first responders/ EMTs in the absence of an officer.

ESSENTIAL EMERGENCY RESPONSE DUTIES AND RESPONSIBILITIES

- Performs firefighting activities including, laying hose, and performing fire combat, containment and extinguishment tasks as instructed by an officer, (examples are structure, vehicle, wild land grass / bush, and woodland firefighting).
- Performs emergency medical aid activities including administering BLS level first aid, CPR and providing other assistance as required.
- Responds to fire alarms and extinguishes or controls fires as a member of a team under the supervision of an officer.
- Performs salvage operations such as throwing salvage covers, sweeping water, and removing debris.
- Performs overhaul operations such as sheet rock removal, ceiling panel removal, flooring removal, and removal of materials from structure.
- Selects, drags, lifts and carries hose and nozzle depending on the type of fire, and correctly applies a stream of water or chemicals onto the fire.
- Positions and climbs ladders to gain access to upper levels of buildings or assist individuals from burning structure.
- Creates openings in buildings for ventilation or entrance using appropriate and available manual and power tools.
- Protects property from smoke and water damage using positive pressure ventilation, salvage covers, smoke ejectors, and deodorants.
- Wears appropriate protective clothing and equipment, including self-contained breathing apparatus.
- Performs extrication, disentanglement, and patient removal operations, such as vehicle extrication, equipment extrication, and farm machinery extrication.
- Communicates via two-way communications systems.

## PERIPHERAL STAFF DUTIES

- Participates in fire drills, attends classes in firefighting, emergency medical, hazardous materials, and related subjects.
- Attends regular and assigned training sessions to maintain and upgrade firefighting skills.
- Participates in the inspection of buildings, dry hydrants, and other structures in fire prevention programs.
- Maintains fire equipment, apparatus and facilities.
- Performs minor repairs to departmental equipment.
- Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes, maintains and tests apparatus and equipment.
- Presents programs to the community on safety and fire prevention topics if trained.

## DESIRED MINIMUM QUALIFICATIONS

### Education and Experience:

- Graduation from high school or GED equivalent.
- No specific work experience level required.
- Completion of the Fire Fighter I certification within two years.
- Completion of EMT basic certification within two years.

## KNOWLEDGE, SKILLS & ABILITIES

- Ability to successfully learn the operation of the listed tools and equipment
- Ability to learn to apply standard firefighting, emergency BLS aid, hazardous materials, and fire prevention techniques;
- Ability to perform strenuous or peak physical effort during emergency, training or station maintenance activities for prolonged periods of time under conditions of extreme heights, intense heat, cold or smoke;
- Ability to act effectively in emergency and stressful situations;
- Ability to follow verbal and written instructions;
- Ability to communicate effectively orally and in writing;
- Ability to establish effective working relationships with employees, other agencies, and the general public;
- Ability to meet the special requirements listed below.

## SPECIAL REQUIREMENTS

- Must be eighteen (18) years of age or older at time of hire and residing or employed within an eight-minute response time to the City of Scandia Fire Station
- Must possess a valid State Driver's License
- No felony convictions or disqualifying criminal histories within the past seven years.
- Ability to read and write the English language
- Ability to meet departmental physical standards
- Ability to meet self-contained breathing apparatus requirements

## TOOLS AND EQUIPMENT USED

Emergency medical aid unit, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, phone.

## PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by a volunteer to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms.
- The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell.
- The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds.
- The employee wears protective clothing and equipment, including self-contained breathing apparatus.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

## WORK ENVIRONMENT

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

- Work is performed primarily in outdoor settings, in all weather conditions, including temperature extremes, during day and at night.
- Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.
- The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.
- The noise level in the work environment is usually quiet in office settings, and loud at an emergency scene.