



**ELKO COUNTY
FIRE PROTECTION DISTRICT**
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**Job Code: 24310
Date Est.: 5/2017
Last Rev.:
FLSA: Volunteer
Probation: N/A**

VOLUNTEER FIREFIGHTER

DEFINITION

This job description identifies the requirements and expectations for both Attack and Support Volunteers, generally referred to as Volunteer Firefighter.

The Volunteer Firefighter serves the County and communities 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 and policies and procedures of Elko County Fire Protection District and they perform their duties in the following general categories: fire suppression, emergency medical aid or rescue, hazardous material responses, training, public education, and other activities associated with the District and/or assigned Volunteer Department, including station and equipment maintenance.

The Volunteer Firefighter normally works under the direction of the respective region Volunteer Fire Department Fire Chief, but may also work under the direction of an officer directly for the Fire District and is expected to function effectively as part of a 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 and infectious diseases.

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

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

SUPERVISION

This position reports directly to the Volunteer Fire Chief and/or their designee. Also receives general direction from the Fire District Captain.

DISTINGUISHING CHARACTERISTICS

The Volunteer Firefighter is a non-compensated position. Volunteers are not normally assigned shifts, but are expected to respond from home or work (if permitted) to District calls.

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

PRIMARY DUTIES

The information contained in this job description has been designed to indicate the general nature and level of work performed by individuals within this classification. It is not designed to contain or be interpreted as a comprehensive list of all duties and responsibilities required of all members.

- Drives or rides in an emergency vehicle in response to fire, rescue and emergency medical events, hazardous materials response/mitigation and routine requests for assistance according to specific position assignments and training.
- Responds to medical emergencies; ability to size up the situation, render aid based on personal level of certification, training, and Fire District service levels and document events in written report.
- Responds to fire emergencies; ability to operate engine and pump, and firefighting equipment, perform fire ground operations, establish an incident command system, evaluate the situation, and document events in incident reports based on level of certification and training.
- Responds to hazardous materials emergencies; ability to identify potential hazardous material situations and determine appropriate actions based on personal level of certification and training and Fire District service level and document events in written reports.
- Performs rescue efforts; ability to determine tactics to use and ensures the safety of all rescue personnel and observers. Participates in search parties, enters hazardous environments, and administers appropriate techniques to accomplish rescues, based on personal level of certification training
- Maintains equipment, apparatus, and fire station; ensures that all equipment is in a state of readiness at all times, Checks equipment according to schedule, cleans and maintains the station in accordance with district policies and standards.
- Participates in training; ability to read and follow district policy and procedures, trade journals and fire science literature. Attends mandatory training classes, and participates in onsite training sessions.

KNOWLEDGE, SKILLS, AND ABILITIES

KNOWLEDGE OF:

- Modern fire service principles, procedures, techniques, and equipment.
- Applicable district policies and procedures.

- Fire protection systems, evacuation considerations, and building construction regulations for fire safety.

ABILITY TO:

- Work within a combination fire district, which utilizes volunteer and paid firefighters on a daily basis.
- Communicate effectively, both orally and in writing; ability to understand and carry out verbal and written instructions using the English language.
- Perform basic mathematical calculations.
- Solve practical problems with limited resources.
- Maintain physical conditioning necessary to perform efficiently in emergency situations; meet medical and physical agility standards as established.
- Learn the geography of the District, including the street systems.
- Participate in training drills; attend classes on firefighting, hydraulics, first aid and emergency medicine, fire equipment and apparatus, and other classes associated classes deemed appropriate by the Volunteer Department or District.
- Learn and apply technical information pertaining to the volunteer work.
- Assist District in performing protective inspections of structures and businesses in the community for fire hazards and pre-incident surveys for tactical planning.
- Assist in conducting fire-safety education classes.
- Analyze and cope with a variety of emergency situations, including confrontation, calmly, but effectively and to react quickly to secure accurate and precise information on location, extent and nature of fires and emergency aid.
- Sustain heavy physical labor during periods of intense activity in emergency situations.
- Work within a para-military organization and readily respond to directives.
- Establish and maintain effective working relationships with co-volunteers and chiefs, District staff, supervisors, and the general public; to work effectively as a team member.
- Assist in updating map book for new additions, streets and complexes for use in emergencies.
- Service and operate all equipment and apparatus.

- Perform necessary maintenance, testing and care of fire hoses, trucks, 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 and minor maintenance and painting.
- Perform community service activities.
- Maintain necessary records and reports, incident forms, and daily shift operation logs, including computer data entry.

MINIMUM QUALIFICATIONS

To perform this job successfully, an individual must be able to perform satisfactorily based on level of certification and training. The requirements listed below are representative of the level of position an individual is certified to volunteer within. Personnel that receive agency-approved certification will be permitted to be an attack firefighter in that capacity and provide support in all other levels until that certification is reached.

SUPPORT FIREFIGHTER

- High School Diploma or GED (or equivalent experience)
- Valid Nevada Driver's License
- Valid CPR Certification

ATTACK FIREFIGHTER

- All minimum qualifications for Support Firefighter.
- State of Nevada Emergency Medical Responder Certification (or higher)
- Firefighter I Certification
- NWCG Basic Wildland Firefighter

OTHER REQUIREMENTS

All volunteers must successfully compete the following:

- Orientation
- Criminal history and background check
- Physical exam, include respirator clearance and fit test
- Physical agility test

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by a volunteer 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 extraordinary 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. Must be able to lift and move up to 50 pounds and occasionally lifting of moving up to 150 pounds.

MENTAL DEMANDS

While performing the duties of this position, the volunteer will regularly be 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 a volunteer 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 gasses, extremes in temperatures, cramped surroundings, and contact with death, emotional stress, contagious diseases, and terminal illnesses.

ACKNOWLEDGEMENT

The Volunteer Firefighter is required to adhere to all District policies, regulations, and procedures. The statements herein are intended to describe the general nature of the level of work performed by volunteers, but are not a complete list of responsibilities, duties, and skills required of volunteers. Furthermore, they do not establish a contract or commitment for continued service, and are subject to change at the discretion of the District. The Volunteer Firefighter is a non-represented position.

I have read, understand, and agree to adhere to this expectation, conditions and job description.

Signature

Date