

SHAWNEE HEIGHTS FIRE DISTRICT POSITION DESCRIPTION

POSITION TITLE: Part-time Firefighter

REPORTS TO: Captain or Lieutenant

LAST REVISED: April 6th, 2023

JOB SUMMARY STATEMENT:

The position of firefighter with the Shawnee Heights Fire District encompasses entry level through Advanced Firefighter. Firefighters are responsible for gradually acquiring and completing progressively more advanced fire fighting and emergency medical knowledge and skills, while assigned to various fire fighting companies. Firefighters are responsible for performing as a team member with their assigned fire fighting company, providing EMS, fire protection, rescue/extrication, and hazardous materials response.

DUTIES AND RESPONSIBILITIES:

- Serves as one (1) member of a team delivering fire protection, EMS, rescue/extrication, and hazardous materials response on a full-paid or an on-call basis.
- Have a general knowledge of the entire District, to include target hazards, water sources, and streets.
- Responsible for completing required study elements and hands-on training evolutions, and attaining and maintaining proper certifications: i.e., Firefighter I, Hazardous Material Operator, and Kansas EMR or EMT.
- Responsible for learning and comprehending the operational and maintenance requirements for fire apparatus and for equipment carried on apparatus.
- Responsible for gaining a working knowledge of the operation of the various types of fire apparatus and specialty equipment used by the district.
- Conducts public relations tours of the fire station, fire apparatus, and fire fighting equipment as assigned or required.
- Participates in the gathering and recording of information obtained through pre-fire planning.
- Gathers information and prepares emergency response reports as required.
- Participates in fire station duties and maintenance activities as assigned.
- Work scheduled shift times as available. A minimum of 36 hours a year is preferred.
- Responds on alarms as outlined in District policy.
- Participates in regular scheduled drills as outlined in District policy.
- Periodically perform Apparatus Operator duties once qualified.
- Performs other duties as required or assigned.

EDUCATION & SPECIAL LICENSE(S)/CERTIFICATION(S):

- High School graduation or GED equivalent
- Must possess or obtain a valid State of Kansas non-commercial Class "B" driver's license.
- Must possess or obtain and maintain a State of Kansas certification as an EMR or EMT.
- Must possess or obtain an IFSAC FFI certificate.
- Must possess or obtain NIMS 100, 200, 700, and 800 training.

EXPERIENCE:

None required (Firefighter I and Kansas certification as EMT-B preferred)

SKILLS:

- Competent in oral and written communications skills
- Ability to study, learn, and put into practice various fire service-related skills and topics
- Ability to work effectively as a member of a team toward achieving assigned goals
- Ability to operate modern computer systems and associated software packages.

MENTAL REQUIREMENTS:

- Knowledge of modern fire fighting, rescue/extrication, EMS, and hazardous materials principles, practices, and methods.
- Knowledge of the operation, routine maintenance, cleaning, and care of various types of fire apparatus and equipment used in fire fighting, rescue/extrication, and EMS activities.
- Ability to read, comprehend, and follow rules, regulations, policies and procedures, and standard operating guidelines.
- Knowledge of the methods and practices used in the delivery of emergency medical services and other rescue/extrication techniques
- Knowledge of the geographical layout of the district, and the location of water supply sources and target hazards.
- Knowledge and ability to prepare clear and concise reports and forms.
- Working knowledge of the computer system and software applications used by the district.
- Knowledge and ability to read, interpret, and learn new concepts in science and mathematics.

PHYSICAL REQUIREMENTS AND DESCRIPTIONS:

- Performing fire-fighting tasks (e.g., hose line operations, extensive crawling, lifting and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions while wearing personal protective ensembles and self-contained breathing apparatus (SCBA), including working in extremely hot or cold environments for prolonged time periods.
- Wearing an SCBA, which includes a demand valve-type positive-pressure face piece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads.
- Exposure to toxic fumes, irritants, particulates, biological (infectious) and non-biological hazards, and/or heated gases, despite the use of personal protective ensembles and SCBA.
- Depending on local jurisdiction, climbing six or more flights of stairs while wearing fire protective ensemble weighing at least 50 lb or more and carrying equipment/tools weighing an additional 20 to 40 lb.
- Wearing fire protective ensemble that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F.
- Searching, finding, and rescue-dragging or carrying victims ranging from newborns up to adults weighing over 200 lb to safety despite hazardous conditions and low visibility.
- Advancing water-filled hose lines up to 2½ in. in diameter from fire apparatus to occupancy [approximately 150 ft], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
- Climbing ladders, operating from heights, walking, or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards.
- Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.
- Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens.
- Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions.

- Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers).
- Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.

SUPERVISORY RESPONSIBILITY:

Direct: None

EMPLOYEE ACKNOWLEDGEMENT/SIGNATURE:

Signature _____ Date _____

Printed Name _____

SUPERVISOR ACKNOWLEDGEMENT/SIGNATURE:

Signature _____ Date _____

Printed Name _____ Title _____

FIRE CHIEF APPROVAL:

Signature _____ Date _____

Printed Name _____ Title _____