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**VOLUNTEER WILDLAND FIREFIGHTER** 

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**BOOK 2 – ADMINISTRATION** 

## **DEFINITION**

As a volunteer member of a fire suppression and life safety team, participates in a team's response to a wildland fire.

## SUPERVISION RECEIVED AND EXERCISED

Under supervision of Deputy Chief of Operations receives technical supervision by Fire Shift Commander pertaining to scene emergency management and fire operations.

**EXAMPLES OF DUTIES** -- Duties may include, but are not limited to the following:

# **General Firefighting and Emergency Response Duties:**

- Responds to emergency situations and performs fire suppression activities, in a team
  environment. Works within the chain of command and follows orders, rules, policies,
  standard operation procedures (SOP's), safety practices, and detailed directions;
  makes rapid decisions as to appropriate action if required.
- 2. Operates diverse equipment, such as hoses, a variety of hand tools and power equipment, saws, and pumps.
- 3. Performs foam operations and hose evolutions.
- 4. Assists in routine maintenance and inspection of apparatus, equipment and tools.
- Recognizes and preserves evidence pertaining to fire cause and point of origin; and assists with fire determination under direction of a company officer and/or Fire Safety Manager.
- Participates in fire drills and training; keeps up-to-date on methods, policies and procedures; takes periodic written and practical exams.
- 7. Participates in the maintenance of fire station and grounds.
- 8. May assist special teams, such as hazardous materials, or participate as team member.
- 9. May operate diverse types of apparatus, such as an engine, and water tenders.
- 10. Performs related duties as required.

## EMS related duties – If Certified as an EMR or EMT:

(NOTE: The emergency medical service duties listed below are general in nature and are not a detailed description of duties authorized for each certification level.)

- 1. Performs life saving initial patient assessment and administers medical treatment, either basic or advanced, as determined by the fire medic's certification level.
- 2. Assesses, initiates, and documents treatment for injured, ill, or infirmed patients.
- 3. Performs lifting and moving of patients without causing additional injury.
- 4. Performs vehicle extrication activities.
- 5. Completes various reports of accident scene and patient care, such as pre-hospital

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medical care report as instructed by a lead Firefighter-Paramedic.

6. If certified as EMR or EMT, assists higher certified paramedic in patient care, assessment, packaging and transportation.

## **QUALIFICATIONS**

## Knowledge of:

- 1. Fire behavior, suppression and control strategies, hazards and techniques, such as control, prevention and extinguishment of wildland fires.
- 2. Impacts of fuel, weather, topography on fire behavior.
- Foam application principles and procedures.
- 4. Departmental rules, regulations, policies, and procedures; principles of Incident Command System.
- 5. Firefighter safety and survival practices.
- 6. Radio techniques and procedures.
- 7. Fire stream practices.
- 8. Operation and maintenance of firefighting/rescue apparatus and equipment.
- 9. When serving as EMT, knowledge of patient assessment, initiating medical procedures and basic life support techniques and medicines; medical protocols and new medical techniques and equipment, and documenting condition and assistance provided.
- 10. Wildland and interface firefighting principles and practices.

#### Ability to:

- 1. Perform duties assigned at incident site and for emergency and non-emergency situations.
- 2. Rapidly analyze problems and make decisions as to appropriate response within scope of orders from company officer.
- 3. Work effectively with others and as an integral part of fire suppression and emergency response team.
- 4. Use judgment in operating equipment within defined strategy and procedures; knows how to use equipment in different situations.
- 5. Prepare for various emergency response situations and handle stressful situations and traumatic incidents.
- 6. Determine best course of action and proper mode of response according to direction, policy, and chain of command.
- 7. Communicate effectively, verbally and in writing, with a diverse range of people; deal effectively with verbal and physical confrontations.
- 8. Understand and carry out orders.
- 9. Be prepared to instantly respond to emergency situations.
- 10. Perform strenuous work under adverse conditions, such as heat, smoke, physical discomfort, and hazardous environments.
- 11. Maintain composure and confront stressful situations and effects of repeated

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exposure to traumatic situations.

- 12. Maintain fitness required for position.
- 13. Use resource manuals.
- 14. Identify mechanical problems of apparatus and equipment and follow procedure for reporting to appropriate person.
- 15. Perform duties involving strenuous physical exertion and elements of personal danger; move heavy and awkward objects and people.
- 16. When serving as EMT, ability to assess medical emergencies and provide initial treatment.
- 17. Maintain required records.
- 18. Acquire required certifications and credentials issued by the Oregon Department of Public Safety and Standards (DPSST) and NWCG.

# **Special Qualifications:**

- 1. S130, 190.
- 2. Possess a valid and current Oregon Driver's License.
- 3. Must be insurable by the District.
- 4. Live within the District's boundaries and response time limits set by policy. A waiver may be obtained from the Board on a case-by-case basis.
- 5. Must successfully pass a background check, physical exam and drug screen when required.

#### PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee 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 sit; talk or hear; walk; use hands and fingers to handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb, balance, stoop, kneel, crawl, and smell.

The employee frequently must lift and move up to 10 pounds and occasionally move up to 150 pounds. Vision abilities required are close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. The employee must pass a hearing test within normal range.

The employee must meet the physical requirements as outlined in the Sisters-Camp Sherman Fire District Medical Release Form.

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**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.

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Work is primarily performed in offices, vehicles and outdoor settings in all weather conditions including temperature extremes during day and night. Work is often performed in emergency and stressful situations. The 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 or oils. During firefighting activities, an employee is exposed to restricted environment with temperature variance and periods of extreme physical exertion.

The noise level is usually quiet in the office setting and loud at the emergency scene.