

SPOKANE COUNTY FIRE DISTRICT 8

POSITION DESCRIPTION

Part-Time Firefighter/EMT

Basic Function:

The position performs functions of fire suppression, rescue, emergency medical treatment, operation of fire apparatus, and other assigned duties necessary to support the mission of the Fire District, subject to the assignment and direction of their supervisor, and in accordance with District policies, procedures, and standards.

Part-time Firefighters normally work a variety of shifts, averaging no more than 30 hours per week or 130 hours per month over a one-year period. These hours may include nights, weekends, and holidays, and shifts may be located at any of the Fire District's station locations. This position normally works under the supervision of a full-time Career Firefighter or Lieutenant. Annual performance evaluations and project assignments will be received from the individual's assigned supervisor.

Reports to: Lieutenant or Captain

Duties and Responsibilities:

1. Respond to emergency incidents and perform assigned firefighter and emergency medical tasks in accordance with Fire District 8 and Washington State standards.
2. Participate in training, pre-fire planning, hydrant testing, emergency medical treatment, fire suppression, operation of equipment, public education, fire prevention, maintenance activities and other duties as may be assigned.
3. Participate in public education activities and may be asked to speak in public, give tours of the fire station and / or apparatus.
4. Successfully complete the Part-Time Firefighter training program.
5. Actively participate in the continuing training and education programs to assure the proficiency, knowledge, skills and ability to perform the firefighting and EMS tasks as required.
6. Utilize the chain of command in performing activities, programs, tasks and assignments.
7. Perform routine and assigned maintenance of apparatus, vehicles, equipment, station grounds and buildings to assure they are in a continual state of readiness

and safety, in accordance with applicable standards, Fire District policies and procedures.

8. Complete all required records and reports as assigned.
9. Develop a good teamwork relationship with the command staff, support staff, career, resident firefighters and volunteer firefighters.
10. Willingness to participate on special committee assignments.
11. Within three (3) months will complete all training and certifications to be able to fulfill the role of driver and operate fire department apparatus in accordance with applicable state laws and District policies and procedures.
12. Within in nine (9) months will complete all training and certifications to be able to fulfill the role of company officer.
13. Work schedule will be scheduled as necessitated by the Fire District and may be modified from time to time to meet the needs of the Fire District.

Perform such other duties as may be assigned within the scope of the position. The duties listed are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Type of Education:

- Must be IFSAC Firefighter 1 or equivalent
- Must have a high school diploma or have a G.E.D. certificate or equivalent.
- Must be a legal resident of the United States.
- Must be at least 18 years of age or older.
- Must maintain a valid Washington State driver's license.
- Must be capable of reading, speaking, and writing the English language.
- Good oral and written communication skills.
- Must obtain I-100, I-200 and I-700 certification within three months of hire date.
- Must have the ability to communicate clearly within all communication systems of the department.
- Must be a current State of Washington Emergency Medical Technician, EMT B or be able to obtain reciprocity by hire date, or be currently enrolled in a qualified EMT B course and be able to obtain WA EMT B certification prior to a hire date.
- Must complete the driver/operator task book and be fully checked-off/certified to drive all district apparatus within three (3) months of appointment.
- Must complete the company officer task book and be fully checked-off/certified to work in the officer seat within nine (9) months of appointment
- Must have knowledge of clerical filing systems and basic computer skills, including the use of the Microsoft Office Suite.

Physical Requirements:

- Must pass the firefighter physical ability test
- Must pass and maintain the minimum health, and physical qualifications established by the Fire District.
- Must pass a pre-employment physical exam and drug test

Other Requirements:

- Must pass a background investigation and management evaluation
- Must exhibit good moral character, temperate personal habits, and show evidence of an industrious work ethic.
- Must be a non-tobacco user.
- Must be able to work at a minimum, the required number of monthly hours, be able to attend mandatory training sessions as required, and be flexible with shift availability.

Desired:

- College level coursework or degree in Fire Science, Fire Command Administration, or any combination of experience, education, and training that would provide the level of knowledge, skills and abilities required to be successful in the position.