

# **STEESE VOLUNTEER FIRE DEPARTMENT**

## **Engineer/Medic - Job Description**

JOB TITLE: Driver/Medic – Fulltime/paid

REPORTS TO: Fire Captain

POSITIONS SUPERVISED: None

PAY GRADE: DOE with benefits.

### **JOB SUMMARY:**

This is a non-exempt position reporting directly to a Shift Captain. The position provides initial response to fire, EMS, rescue and hazardous materials in the Steese Fire and EMS Service areas. This position serves as an apparatus driver for emergency response when needed as well as Lead Medic at the EMT 3A level. Performs daily fire department business, facility & equipment maintenance, and equipment checks. May be assigned special areas of responsibility (i.e. PPE & Uniforms, Hose Testing, EMS) The position requires attendance at all weekly and assigned training classes, instructs during recruit training and participates in training drivers. The Engineer/Medic must achieve developmental benchmarks as outlined in the “Terms of Employment” of this document. Engineer/Medics will function as Acting Captains as needed. The position calls for working a rotating 24 hour shift, 48 hours off or 8 hours per day/ 40 hours per week schedule.

### **RESPONSIBILITIES:**

- Shall provide leadership through teaching, coaching, and mentorship to the members of this organization by teaching, equipping, and encouraging potential volunteers, new recruits, scholarship/interns, and sustaining members.
- This position performs emergency firefighting activities to include but not limited to driving fire apparatus on response, interior fire attack, wildland firefighting, rescue operations, motor vehicle extrication and hazardous materials operations.
- Functions on EMS calls primarily as Lead Medic but may also serve as Ambulance Driver, or Medic, depending on response needs at that time.
- Assists in instructing recruits, drivers training, organizing drills, and special department training classes.

- Participates in daily and weekly vehicle checks, preventative maintenance on apparatus/ambulances/vehicles/equipment.
- Participates in the maintenance of stations and grounds to include: cleaning/janitorial, stocking of supplies, mowing, plowing/shoveling, light repairs such as painting, etc., and other tasks as required to keep facilities clean, orderly and functional at all times.
- Assists in performing computer data entry of EMS reports, training reports, PPE assigned to personnel, hose records, SCBA records, and other projects as assigned.
- Abides by department's Standard Operating Procedures, Policies and Guidelines.
- This position may be called upon to perform duties outside of regularly scheduled work hours when department manning, critical incidents, or for important department projects as needed.
- This position shall perform other duties as assigned by the Fire Chief or designee that assists in the daily operation and organization of the department.

**MINIMUM QUALIFICATIONS:**

- Must be at least 19 years of age
- 2 years active experience as a structural firefighter.
- Physically fit to perform fire ground duties/task performances to include entry into structure fires. Department physical ability test must be passed prior to hiring and on an annual basis.
- Pass the department's medical physical prior to hiring and pass on an annual basis.
- Current valid Alaska Driver's License with three years of driving experience and maintain insurability under SVFD's vehicle insurance policy.
- State of Alaska or IFSAC Firefighter I
- Current State of Alaska EMT-3 certification.
- IS-100, IS-700 certification.
- Certified by current or past fire department to operate a fire apparatus (engine, tender, or quint) for emergency response.

## **Preferred Qualifications:**

- State of Alaska or IFSAC Firefighter II
- State of Alaska Fire Apparatus Driver/Pumper/Mobile Water Supply operator
- State of Alaska MICP
- Associates degree in municipal fire control or related field
- Associates degree in paramedicine or related field
- State of Alaska or IFSAC Fire Instructor I
- State of Alaska or IFSAC Fire Officer I
- State of Alaska Rapid intervention Technician
- State of Alaska Hazardous Materials Technician
- Currently authorized by a department to operate as a lead medic at the EMT IIIA level
- NWCG Firefighter Type 2

## **REQUIREMENTS TO PERFORM WORK:**

### **Knowledge of:**

Safety principles and practices of fire suppression and prevention. The safe use, and maintenance of firefighting equipment and apparatus. Knowledge of Departmental Policies, Procedures and Guidelines. Familiar with local geography, cold weather operations, and resources of the fire service area. Knowledgeable of patient care in rural environments.

**Ability to:** Operate all types of firefighting equipment and apparatus safely and to instruct others in such operations; establish and maintain positive and effective working relationships with the public, peer agencies and other employees. Employee shall maintain physical fitness commensurate to the duties required to perform physical tasks of entry firefighting, EMS emergencies, and training duties.

**Skills:** Communication, both written and verbal forms; ability to read maps; observation; firefighting techniques; application of advanced life support procedures and CPR.

## **TERMS OF EMPLOYMENT:**

- The employee shall be required to maintain physical fitness commensurate to the demands of structural firefighting, EMS emergencies, and training duties. The individual must pass the department's physical ability test annually.
- The employee shall be required to cultivate a positive attitude and work ethic with members of this organization while performing the duties of the position.
- Yearly performance evaluations will take place. The employee shall meet expectations of the job.
- All members with Steese Inc., whether volunteer or paid, are **at-will**. The Fire Chief may dismiss your employment/membership at any time, for any reason, with or without notice. There are no contracts for membership for either paid or volunteer personnel.
- There is no probationary period for volunteer or paid positions within the Steese Volunteer Fire Department.
- Certified to operate all department apparatus within six months of hire date.
- Achieve IS-200, IS-800 certificates within six months of hire date.
- Achieve EMT IIIA lead medic authorized by department within six months of hire date.
- Achieve IFSAC Firefighter II certification within two year of hire date.
- Achieve Fire Instructor I certificate within two years of hire date.
- Achieve FADO: Driver/Pumper/Mobile Water supply within one year of hire date.