



Security Fire Protection District Position Description

Fire Chief ~ David Girardin

POSITION TITLE: Firefighter/Paramedic
POSITION STATUS: Full Time/Paid Position
HOURS: 56 hour work week on a rotating shift schedule
FLSA CLASSIFICATION: Non- Exempt
REPORTS TO: Lieutenant and Captain
POSITION DESCRIPTION EFFECTIVE DATE: June 6, 2016
SALARY: \$33,000 to \$55,000 annually

Benefits:

- Fire Police Pension Association
 - Employee Assistance Program
 - Vision and Dental Insurance 100% Covered for Employee and Family
 - Supplemental Insurance/ Colonial Life
 - Accidental Death and Dismemberment Insurance
 - Health Insurance 100% Covered for Single Employee
 - Paid time off (2 weeks vacation, 2 weeks sick leave)
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This job description is an overview and is intended to describe the general nature and level of work being performed. It's not intended to be an exhaustive list of all the functions and tasks required of Firefighter Paramedics. This position is "at-will" which means the Fire District may terminate the employment relationship at any time and for any reason, subject only to the requirements of Federal, State, and Local law. Similarly, the employee may terminate the employment relationship for any reason at any time.

Summary of Position

Under the direction of the Captain, Firefighter/Paramedics must respond to emergency calls as a member of the Fire Department's emergency response team to mitigate emergency situations. Firefighter/Paramedic will perform duties associated with providing emergency medical care to the sick and injured in accordance with the El Paso county Paramedic Protocols, state laws and regulations along with Security Fire Department policies and procedures. Additionally, they assist the public with non-emergency requests or complaints, pre-fire planning, fire prevention education, and perform maintenance on facilities, apparatus, and equipment.

Essential Duties and Responsibilities

The Paramedic must process and apply knowledge and skills necessary to perform the duties of an advanced life support provider, in a dignified and compassionate manner including but not limited to:

- Responding to emergency and non-emergency calls calmly, efficiently and promptly.
- Administering basic and advanced life support to patients at a scene, in route to the hospital, and in a prehospital setting in accordance with federal, state and local laws, regulations, and standards.
- Firefighting operations including but not limited to structure fire, wildland/grass fires, HAZMAT, Rescue, Motor vehicle accidents, and operates various firefighting equipment, tools and machinery.
- Assessing the nature and extent of illness or injury to establish and prioritize medical procedure to the sick and injured.
- Effectively and knowledgably communicating with patients to ensure that they are able to make decisions and understand any and all treatments or interventions being performed.
- Effectively and knowledgably communicating to other medical professionals (Doctors and Nurses) either online, radio, phone, or face-to-face to obtain instructions regarding further treatment and to coordinate reception of patients to the appropriate hospital treatment facility.
- Maintain medical equipment and ensure proper levels and counts of medical supplies, medications and accountability for issued controlled medications.
- Safely and efficiently operate and maintain firefighting equipment and apparatus, including but not limited to, hoses, ladders, safety equipment, air packs, hand tools, power tools, smoke ejectors, and other related ventilation and firefighting equipment.
- Must have a strong working knowledge of the overall area, districts, streets, and facilities in the fire protection district along with nearby cities and towns.
- Must be able to respond to emergency and non-emergency calls driving with due regard and follow all state, local and department policies.
- Must maintain order at scenes, including crowd disbursement and restraint of patient, family, friends and/or bystanders.
- Complete patient care reports, fire incident reports, and daily inspection reports within a timely manner.
- Must adhere and follow all policies and procedures concerning safety and body substance isolation due to possible exposure to blood borne pathogens, bodily fluids, etc.
- Educate and train other members of your crew, EMS trainees and the public.
- Participate in fire training activities, including fire prevention, fire-fighting tactics, disaster response, pump operations, emergency medicine, and other related areas.
- Perform routine building and grounds maintenance and custodial work at the fire station.
- Perform related duties as assigned by the Chief.

Responsibilities related to patient privacy

- The Firefighter/Paramedic must perform all job responsibilities in a manner that protects patient privacy in accordance with federal HIPAA Laws

Additional Obligations, Responsibilities, and Routine Tasks:

- Ensure that assigned vehicles are in good working condition, are properly maintained, and have fully stocked supplies at all times.
- Maintain daily records of fire apparatus and/or ambulance supplies and full truck checks.
- If a problem arises that requires maintenance, the crew will inform the Captain on duty.
- The crew will also visually inspect the complete exterior of the assigned apparatus and report any damage or broken lights, parts, or items that are working improperly.
- Daily cleaning and maintenance of assigned vehicles and station.
- Crews will assist as needed with daily station chores and/or any other duties as assigned by the Captain or Chief.
- Personnel must be involved in the team aspect of the EMS and Fire Department system, and must provide necessary assistance to ensure system readiness.
- Must be flexible. As emergency services operate on a 24 hour clock, crews must remain available at any time and immediately respond to a call for service.
- Personnel must ensure that all certifications and/or licenses remain up to date and current.
- Personnel must conduct themselves, in a courteous, helpful, dignified and professional manner at all times when dealing with patients, coworkers, supervisors and the public.
- Must be willing to hold over or take late calls that would extend over or past a 24 hour shift.
- Must be available to attend staff meetings or mandatory training sessions.

Experience:

1. At least 1 year of advanced life support in a 911 system. (Preferred)

Certificate or Licenses

These certifications are only a minimum requirement

1. Valid Driver License, with clean driving record
2. High School Diploma or GED
3. State of Colorado or National Registry EMT-P Certification
4. Current CPR Card
5. Current ACLS
6. IV Certification

Ongoing Training

Within a year and a half, must successfully obtain the following certifications:

1. NWCG S130/190, RED CARD
2. Colorado Accredited Firefighter 1 Certification
3. Colorado Accredited Hazmat Operations Certification
4. NIMS 100, 200, 700, and 800

Knowledge, Skills and Abilities

- Thorough knowledge of fire department activities, policies, procedures and services including: modern fire suppression techniques, fire prevention, emergency medical services, fire and life safety codes, hazardous incident mitigation techniques, record keeping, and department administration.
- Maintain effective, clear and persuasive oral and written communications skills.
- Practice conflict resolution and cooperation skills.
- Develop and maintain productive relationships with officials, community groups, advisory boards, news media, and the general public.
- Provide instruction to public groups, school children and others regarding fire inspection and prevention.
- Prepare displays, teaching materials and make oral presentations.
- Operate assigned equipment required to perform specific tasks.
- Identify fire hazards and causes.
- Perform duties of a firefighter.
- Read, interpret, apply and explain rules, regulations, policies and procedures.
- Work independently with little or no supervision.
- Work courteously and tactfully with customers and employees.

Physical Demands:

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Work involves walking, talking, and hearing, using hands to handle, feel or operate objects, tools, or controls. Vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- The employee may be required to push, pull, lift, and/or carry 50 pounds.
- The noise levels can reach damaging decibels. Proper hearing protection must be worn when applicable.
- Work may periodically require the employee to climb, balance, bend, stoop, kneel, crouch, and/or crawl.
- The employee may be required to work in adverse weather conditions, in hazardous places including near moving mechanical parts, fumes, airborne particles, and/or toxic or caustic chemicals.
- Stay physically fit to train and test utilizing the Security Candidate Physical Agility Test "SPAT" and Wildland PACK Test annually

ACKNOWLEDGEMENT:

I acknowledge receipt of this position description and agree to perform within the parameters established.

Signature

Date

(Print Full Name)