



## Position Description

**Title:** Volunteer Firefighter

**Department:** Essex Fire and Rescue

**Division:** Fire

**Reports To:** Fire Administration

**Employee Group:** Non-Union

### Summary:

Under the direction of the Fire Officers, a Volunteer Firefighter serves the residents of Essex by responding to a wide variety of situations, ranging from emergencies that immediately threaten life or property to routine citizen requests for information or assistance. They perform within the scope of the policies and procedures of The Town of Essex and they perform duties in the following general categories: fire suppression, emergency medical aid or rescue, hazardous material responses, training, building inspections and public education.

### Scope:

This document is used to ensure consistency in stating the job requirements including training and license requirements.

### Position Roles and Responsibilities:

- Respond to emergency calls, which may include fire, rescue, hazardous materials incidents, medical emergencies and other emergencies;
- Lay and connect hose, hold nozzles and direct water stream, raise and climb ladders, use extinguishers and other departmental equipment;
- Provide rescue in various forms including first responder actions at hazardous materials incidents, in accordance with Awareness and Operational Haz-Mat Training;
- Remove persons from danger and administers first aid to injured persons.

- Respond to medical calls and provide Tiered Response to the level taught in the Base Hospital First Responder Defibrillator Course, where necessary;
- Ventilate buildings to release heat, smoke, fumes, vapours and gases.
- Carry out overhaul and salvage to ensure extinguishment and prevent further loss from water damage, where possible;
- Operate fire fighting vehicles, equipment and apparatus, as assigned;
- Participate in training, practices and be familiar with the operations of fire department vehicles, motorized equipment and specialized tools used in fire and rescue operations performed by the department.;
- Perform necessary inspections and maintenance of fire hoses, trucks, ladders, and auxiliary equipment, station and apparatus; report on deficiencies;
- Participate in public education program, which promotes the prevention of fires and saving lives (as mandated in the Fire Protection and Prevention Act, R.S.O. 1997);
- Participate in investigations, prepare reports and prosecution, where required;
- Adhere to and comply with applicable legislative requirements, departmental policies, procedures and guidelines, and Section 21 Committee Health and Safety Guidelines; and
- Other duties as assigned.

### **Working Conditions:**

- Regularly work in emergency situations with distressed, emotional or excited people;
- Emotionally demanding, stressful environment;
- Perform work in all weather conditions;
- Work in an enclosed vehicle, such as a fire truck, on a daily basis;
- Exposure to hazardous contaminants;
- Exposure to very hot or very cold temperatures;
- Exposure to sounds and noise levels that may be distracting and uncomfortable;
- Exposure to cramped work places that require getting into awkward positions;
- Firefighters often have to physically assist victims when escaping a dangerous situation.

### **Minimum Qualifications:**

- Valid High School Diploma (or equivalent);
- Valid Driver's License;

- Means of transportation to respond to alarms and attend training
- Medical Certificate – to be completed by Applicant’s Doctor;
- Ability to provide a vulnerable sector clearance;
- Effective communication to understand and carry out verbal instructions;
- Ability to learn of the operation of all apparatus, equipment and methods used in combating, extinguishing, and preventing fires and in rescue work;
- Ability to successfully pass first aid/C.P.R. certification training;
- Able to learn and apply technical information pertaining to fire-fighting;
- Ability to obtain a Valid Class DZ Driver’s License (within 12 months of start date);
- Ability to successfully complete NFPA (National Fire Protection Association) 1001 Level I and Level II (training set out by the Ontario Fire Marshal’s Office)\*;
- Preference will be given to Applicants that have NFPA 1001 Level I and Level II or have completed Pre-Service Firefighter Program.

\*The successful candidate must complete training within the prescribed Internship Program as defined in Ontario Regulation 379/18 Firefighter Certification this internship program is a two (2) year program departmental training programs, courses and classification examinations.