

The Corporation of the Town of Lakeshore

Job Description

Position: Volunteer Firefighter

Salary: In Accordance with the Volunteer Firefighter Wage Rates Schedule

Reports to: Fire Administration Command Staff

Purpose of Position:

Reporting through to the Fire Chief, this position is responsible for: attendance to department training, public education, equipment maintenance, firefighting, rescue, and other related emergency situations.

Qualifications:

- Must have a High School Diploma or equivalent
- Must have a valid driver's license
- Must obtain a valid DZ driver's license within 1 year of hiring
- Must have a means of transportation to respond to alarms and attend training
- Must have a current First Aid/ CPR with defibrillation certificate
- Must have a Medical Certificate completed by the applicant's doctor
- Must be familiar with the Occupational Health & Safety Act
- Must provide a vulnerable sector clearance
- Effective communications to understand and carry out verbal instructions
- Ability to learn the operation of all vehicles, equipment and department methods
- Ability to learn and apply technical information pertaining to firefighting
- Ability to complete NFPA 1001 Firefighter Levels 1 and 2 certification
- Must have a smart phone with active data plan for use with fire department apps
- Preference for those living within 4 minutes of drive time from their station

Knowledge obtained after training:

- Operation of all vehicles, equipment and the methods used in combating, extinguishing and preventing fires and rescue related work
- Extensive knowledge of first aid, CPR, defib, safety practices and necessary actions of first responders to a hazardous material incident, in accordance with Hazmat Awareness requirements.
- Related legislation, health and safety requirements, and department SOGs
- Fire Protection and Prevention Act, R.S.O. 1997
- Maintenance of equipment and departmental facilities
- Skilled in the operation of all firefighting and rescue equipment.
- Public education programs and presentation skills

Physical Skill and Effort

Must be capable of maintaining physical strength and mental alertness to perform hard work and operate all firefighting/rescue vehicles and related equipment while wearing proper safety equipment during adverse conditions either frequently or for prolonged periods of time.

Major Responsibilities:

- Participate in prescribed training and practices in order to keep current and familiar with firefighter skills and knowledge
- Participate in the inspection, maintenance and operation of fire vehicles, equipment, station and premises and report deficiencies to station officer
- Participate in the department's Public Education/Fire Prevention Programs.
- Carry out specific orders and directives received from an officer and/or in the absence of an officer a senior firefighter in the normal course of fire maintenance, training and emergency operations.
- Adhere to and comply with applicable legislative requirements, departmental policies, procedures and standard operating guidelines
- Respond to emergency calls which may include: fires, rescue, hazardous materials, medical and other
- Rapid and efficient performance of various duties in emergency conditions frequently involving considerable hazards.
- Remove persons from danger and administer first aid to the injured.
- Respond to medical calls and provide the level of response approved through the Base Hospital First Responder Program
- Respond to fire emergency calls, lay and connect hoses, hold nozzles and direct water streams, raise and climb ladders, use extinguishers and other department equipment.
- Ventilate buildings to release heat, smoke, fumes, vapors and gases.
- Carry out overhaul and salvage to ensure extinguishment and prevent further loss from water damage.
- Prepare reports
- Participate in investigations and provide testimony
- Other duties as assigned

Decision Making and Judgement:

Considerable independence of judgment and action may be required in circumstances of extreme urgency where referral to a superior officer for instruction is not possible.

Interpersonal Skills:

Ability to communicate with the public, coworkers and command staff in a clear, precise and professional manner. Situational examples include: public education events, non-emergency situations and demanding/ high pressure emergency response.

Internal

With fire administration staff, station officers and coworkers to ensure work responsibilities are met and to obtain and provide/ exchange information as necessary.

External

With children, adults and other emergency service providers.

Environmental and Working Conditions:

Environmental factors play a large role in the performance of duties. Some working conditions that firefighters experience as part of normal operating procedures include:

- Requirement to respond to calls “fit for duty” both mentally and physically
- Regularly work in situations with distressed, emotional or excited persons
- Emotionally demanding, stressful environment that can affect mental wellness
- Perform work in all weather conditions
- Exposure to very hot and cold temperatures
- Exposure to sounds and noise levels that may be distracting and uncomfortable
- Exposure to cramped work spaces that require getting into awkward positions
- Exposure to strong vibrations over long periods of time
- During public education events will interact with adults and children
- Be aware of protecting against: burns; exposure to sharp objects; hazardous substances through inhalation, injection, ingestion and absorption; infectious agents/ biological hazards; radiation hazards; smoke; dust; noxious odours and contaminants; uninstalled or unshielded electrical equipment.

Control over Work Schedule

- While this is a volunteer firefighter position there are no guaranteed hours of employment.
- Must participate in scheduled training and maintenance sessions
- Must respond to emergency calls when paged, available and fit for duty.

Core Competencies

Physical labour	Ontario Driver's Licence	Follow direction
Team work		

Revision Log

Date	Change	Author	Re-evaluated
March 7, 2017	New format and new job description for new position	C. Dranchak	
February 28, 2019	Various administrative changes to match descriptors to the new format	D. Williamson	