



Brighton Area Fire Authority & Hartland Deerfield Fire Authority



Priority: 3 **Job Description for Introductory Firefighter**
Issue Date: April 1, 2014 **SOP 210.1**
Approved: Michael O'Brian, Fire Chief & Adam Carroll, Fire Chief

I. DEFINITION

This is an introductory training position for a new hire seeking to become a certified Firefighter through successful completion of all required courses. Under supervision of superior officers, engages in limited fire suppression, emergency medical services, rescue, and fire prevention activities to protect life and property. This position must comply with the Fire Authority's Standard Operating Guidelines, Employee Handbook and all department directives.

II. DISTINGUISHING CHARACTERISTICS, FEATURES, REQUIREMENTS

This is a paid-on-call non-exempt position requiring significant physical ability and mental alertness. Requires the ability to respond and work unique hours and contribute to a team approach in carrying out the duties and mission of the department. Incumbents must be at least eighteen (18) years of age.

III. IMPORTANT AND ESSENTIAL DUTIES

- A. Within the limits of their training, responds to all alarms for fire, hazardous materials and emergency medical services with designated equipment while on call as directed.
- B. Participates in fire trainings and manipulative drills, the study of firefighting science and techniques; maintenance of facilities and other related work as required.
- C. Set up hoses, ladders and use of equipment to help mitigate emergency situations (commensurate with their level of training).
- D. Connects and lays hose lines, enters burning structures with lines, operates nozzles, carries, raises and climbs ladders.
- E. Assists with equipment setup at emergencies, including connections to fire hydrants, hose setup, fan placement, etc. so as to help mitigation activities.
- F. Wears appropriate protective clothing and equipment, including self-contained breathing apparatus if trained for this task.
- G. Must be able to locate and use department equipment as designed.
- H. Operates and maintains firefighting apparatus and equipment.
- I. The ability to relate interpersonally and to communicate orally and in writing.
- J. Assist the Authority in Community Risk Reduction and works to actively reduce the impact of fire on our communities.
- K. Performs various fire prevention activities, as assigned including public education programs.

- L. Displays the attributes of a firefighter with integrity on and off duty.

IV. JOB-RELATED QUALIFICATIONS

Knowledge of:

General department operations, policies and procedures and Standard Operating Guidelines (SOGs), employment policies, and all department directives. Dependent on training level, knowledge of basic skills of firefighting, methods and techniques used in modern firefighting, commensurate with the Michigan State Firefighter's Training Council Firefighter II certification, for protection of life and property and how to render medical aid as required in accordance with the Medical First Responder licensure as adopted within the State of Michigan.

Ability to:

Learn the location of streets, addresses, hydrants and mains; learn and maintain proficiency in basic first aid techniques; demonstrate physical endurance, agility, dexterity, and strength necessary to perform required duties; understand and act in accordance with department rules, policies and standard operating procedures and demonstrate skill in applying these toward specific situations; analyze fire and driving situations and adopt effective courses of action for them; establish and maintain effective working relationships with others; understand and carry out both verbal and written directions in emergency and non-emergency situations; demonstrate the ability to perform in a manner that protects the interests of the community and department.

Performs other such duties as may be required or assigned.

V. EDUCATION AND TRAINING GUIDELINES

Any combination equivalent to experience and education that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way would be:

Education:

Graduation from high school or equivalent GED is required. Additional college level courses or a Bachelor's Degree in Management, Public Administration or Fire Science is highly desirable but not required. State of Michigan certification as a Firefighter II and Medical First Responder acquired within one year of appointment. Successful completion of the Authority's On the Job Training program within designated timeframe. The Firefighter requirements may be waived or substituted at the discretion of the Fire Chief primarily due to availability of courses.

License, Certificates, Registration:

- A. Possession of a valid Michigan driver's license with an acceptable driving record as prescribed by this department.
- B. Valid Michigan certificate as a Firefighter II and Medical First Responder, or higher, license in the State of Michigan within one year of appointment.
- C. IS 100, 200, 700 & 800 within one year of appointment.

Minimum Experience at Application:

No prior firefighting and emergency medical experience or certification is required, such as Firefighter II and MFR, however is highly desirable. Actual experience and / or skills desired may be waived by the Fire Chief based on the department's needs and ability of the candidate.

VI. ESSENTIAL JOB FUNCTIONS

- A. Successfully complete department physical examination based on department policy and obtains written authorization from Authority's physician.
- B. Possess physical strength, endurance, agility; must participate and successfully complete Department Agility testing per department policy.
- C. Ability to produce extreme effort and energy for periods of time in highly stressful situations.
- D. Ability to retain presence of mind, working as a team member to abate an emergency.
- E. Ability to sit, stand, walk, kneel, crouch, squat, stoop, reach, crawl, twist, climb and lift 150 lbs.; exposure to cold, heat, extreme noise, outdoors confining work space, electrical hazards, vibration, chemicals, dust, toxic waste, mechanical hazards and explosive materials. Attends night meetings both on and off-duty as assigned and performs public speaking for the Department.



Approved by
Fire Chief Michael O'Brian

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Fire Chief Adam Carroll