

Part-Time Fire Medic

DATE: Adopted 08/07, Revised 01/16

CLASSIFICATION:
Non-Exempt

SALARY GROUP/GRADE:
C1

DEPARTMENT:
Fire

JOB DESCRIPTION:

Summary/Objective

The Fire Medic protects life and property by performing emergency medical service, firefighting, hazardous materials, fire prevention, education, and training duties. Maintains fire and EMS equipment, apparatus, and facilities.

A key element of this position is to provide support to the fire chief in the provision of ambulance service to the community and to aid in staff development of EMS skills.

SUPERVISION RECEIVED:

Works under the general supervision of Fire Chief or designee in performance of EMS and related duties. Works under the supervision of Fire Department Officers within the scope of the incident command system and at the scene of emergency incidents.

SUPERVISION EXERCISED:

Performs supervisory and educational functions when acting in the role of lead paramedic, preceptor, trainer, or incident commander. Assist in supervising firefighters, EMTs, and Paramedics, including precepting, coaching, or mentoring employees as assigned in order to improve customer service.

ESSENTIAL FUNCTIONS:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Serves as a Paramedic responder, recognizes symptoms and administers medical procedures.
2. Performs firefighting activities including driving fire apparatus, operating pumps and related equipment, handling hose, and performing fire combat, containment, and suppression task.
3. Drives Fire and EMS vehicles and transports the patients according to established regulations and policy.
4. Maintains fire and EMS equipment, apparatus and facilities, and performs minor repairs to departmental equipment.
5. Uses and operates radios, pagers, phones, and other communications technology as available to interact with other agencies and employees as needed to perform duties.
6. Completes the required documentation including but not limited to patient reports, maintenance reports, and run reports as needed or required.
7. Performs general maintenance work in the upkeep of fire and EMS facilities and equipment; including but not limited to cleaning walls and floors, caring for grounds around station, making minor repairs, cleaning hose; washing, cleaning, and maintaining and testing apparatus, vehicles, and equipment.

8. Assist in developing plans for special assignments such as emergency preparedness, hazardous communications, training programs, firefighting, hazardous materials, and emergency medical activities.
9. Advise the Chief on issues regarding the provision of emergency medical care and ambulance service.
10. Interact with nurses, physicians, and other health care practitioners.
11. Develop, plan, and deliver emergency medical training courses to other members of the fire department.
12. Develop, plan, and deliver first aid, CPR, and other public education activities to members of the community.
13. Participates in fire training, attends classes in firefighting, emergency medical service, hazardous materials, confined space rescue, and other related subjects.
14. Participates in the inspection of buildings and other structures and facilities in support of fire and life safety programs.
15. Assist and interacts with other City departments as directed.
16. Encourages and complies with safety policies and uses appropriate safety equipment.
17. Performs related and similar work as required and directed.
18. Assist in supervision and administrative activities as assigned.
19. Assist in supervising firefighters, EMTs, and Paramedics, including precepting, coaching, or mentoring employees as assigned in order to improve customer service.
20. Participate in quality improvement and quality assurance programs as assigned.
21. Interacts with billing contractor as assigned.
22. Perform other duties as assigned.

QUALIFICATIONS (POSITION REQUIREMENTS ENTRY):

- Current IOWA EMT-PS certification
- Iowa Firefighter 1 certification
- No less than 3 years experience in ambulance and emergency medical operations including patient care and transport.
- Current ACLS, BCLS, and PALS or equivalent certification
- Valid, unrestricted Iowa Chauffeur's (class D) license at time of hire.
- Must be able to speak, read and write the English language
- Must meet the physical requirements for the position.

SKILLS AND ABILITIES (POSITION REQUIREMENTS AT ENTRY):

- Working knowledge of fire suppression and prevention principles, procedures, techniques, and equipment.
- Working knowledge of first aid and emergency medical techniques consistent with paramedic certification.
- Skill in the operation of firefighting and medical equipment.
- Ability to apply standard firefighting and emergency medical techniques to specific circumstances.
- Ability to exercise caution and follow safety procedures to prevent exposures and injuries.

LICENSING REQUIREMENTS (POSITION REQUIREMENTS AT ENTRY):

Possess and maintain a valid Driver's License issued by the State of Iowa and be insurable to operate city vehicles and equipment. Possess or ability to obtain valid, unrestricted Iowa Chauffeur's (class D) license within 30 days of hire. (Part Time and Full Time only.)

ESSENTIAL PHYSICAL ABILITIES:

Job Classification: Heavy to Very Heavy. See Appendix 1 for physical demand characteristics.

Employee may, in the course of their duties, be subjected to fumes, odors, dusts, poor ventilation, blood, body fluids, extreme temperatures, inadequate lighting, workspace restrictions, intense noises and travel. Incumbent may be exposed to extreme temperatures, long hours, weekend, and holiday duties.

Employee may have to complete these tasks while wearing fire protective turnout and self-contained breathing apparatus.

POSITION TYPE AND EXPECTED HOURS OF WORK:

Incumbent is expected to maintain a run percentage in excess of 15% overall and 75% on their crew. The incumbent must regularly be available for call during their shift, which includes hours, evenings, nights, holidays, and weekends as scheduled.

CITY OF HIAWATHA, IOWA
CLASS TITLE: Fire Medic
APPENDIX 1 Physical Demand Characteristics

ACTIVITY	0% Never	>0-10% Rare >0-10 min/hour (1 - 10 /shift)	11% - 33% Occasional 11-20 min/hour (11 - 100/shift)	34% - 66% Frequent 21-40 min/hour 101 - 300/shift	67% - 100% Constant 41-60 min/hour 301+/shift
1. SIT				X	
2. WALK				X	
3. STAND (stationary)		X			
4. CLIMB Ladder		X			
CLIMB Stairs			X		
5. BALANCE		X			
6. FORWARD BEND		X			
7. KNEEL			X		
8. CROUCH			X		
9. SQUAT			X		
10. CRAWL			X		
11. TWIST			X		
12. REACH Forward					X
REACH Overhead				X	
13. SIMPLE GRASP					X
14. FIRM GRASP				X	
15. PINCH			X		
16. DEXTERITY				X	
17. COMPUTER WORK			X		
18. WRIST MOTION					X
19. BOTH HAND USE					X
20. BOTH LEG USE					X
21. HEARING					X
22. VISION					X
DEPTH/COLOR					X

ACTIVITY	0% Never	>0-10% Rare (1x/hour)	11% - 33% Occasional (1x/15 minutes)	34% - 66% Frequent (1x/5 minutes)	67% - 100% Constant (1x/30 seconds)
23. INSIDE WORK				X	
24. OUTSIDE WORK			X		
25. HEAT EXPOSURE				X	
26. COLD EXPOSURE				X	
27. VIBRATION EXP.			X		
28. OPERATE MV				X	
29. OTHER EQUIPMENT			X		
EQUIPMENT: Cot, truck panels, saws, respiratory protection, monitor					
LIFT/CARRY PUSH/PULL					
Up to 10 lbs.					X
11 - 15 lbs.				X	
16 - 25 lbs.				X	
26 - 35 lbs.		X			
36 – 50 lbs.		X			
51 – 75 lbs.			X		
76 – 100 lbs.			X		
Over 100 lbs.			X		
Weight of Various Equipment	Cot 89#; Rescue Jack 40#; Hose Roll 34#; SCBA 20#; total weight of gear 40#; stair chair 31#; Jaws 45#; medical bag 25#; average weight of rescue 200+#				

OTHER DUTIES:

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

SIGNATURES:

This job description has been approved by all levels of management:

Manager_____

HR_____

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee_____ Date_____