

## VILLAGE OF KIMBERLY

### Volunteer Firefighter

Approximate number of employees in classification with the same title: 20

Department: Fire

Location: 515 W. Kimberly Avenue

Reports to: Captain

Workweek: Variable (24/7)

Background Check: Yes

Medical Physical: Yes

FLSA Classification: Exempt

#### **PURPOSE OF POSITION:**

The volunteer firefighter is responsible for work performed in combating, extinguishing, and preventing fires, and protection of life and property through firefighting activities. The volunteer firefighter performs other duties in areas such as responding to hazardous materials incidents, rescues, searches and other public safety or community service functions. Duties may also include other support services under close supervision of the fire officers or other fire department members. Independent judgment is sometimes used according to the situation and sometimes different courses of action must be considered to complete the task in a safe manner.

Performs within the scope of the policies and procedures of Kimberly Fire & Rescue and perform duties in the following general categories: Firefighting, hazard mitigation, training, and public education.

Work performance is continuously evaluated for general knowledge, skill proficiency, and ability to work as part of a team. Any deficiencies are corrected through remedial training.

#### **FUNDAMENTAL JOB DUTIES AND RESPONSIBILITIES:**

Individuals are expected to respond to calls from home or work as their employers allow. Individuals fulfilling these duties and responsibilities will at all times present themselves in a courteous, professional and responsible manner.

Firefighters operate firefighting and rescue equipment to include: nozzles, hoses, self-contained breathing apparatus, power saw, generators, jaws, hydraulic tools, ladders, and various hand tools.

A large part of the volunteers' duty will be to attend supervised training, and maintaining equipment and quarters. Required regularly scheduled training maintains the high level of knowledge, skill and ability necessary to function safely and effectively as an Emergency responder in accordance with state law, county protocols, and standard operating procedures.

#### **ADDITIONAL EXAMPLES OF WORK PERFORMED:**

All members are expected to take part in the upkeep and maintenance of Fire Department equipment. This includes performing general maintenance work, cleaning and washing equipment and floors, making minor repairs, washing and drying hoses and Personal Protective Equipment (PPE).

**LEVEL OF SUPERVISION:**

The position requires the ability to work with little supervision at times, and also as a team member with others and various agencies. Individuals are expected to perform tasks assigned by department officers and senior department members.

**MINIMUM AND RECOMMENDED POSITION QUALIFICATIONS:****Ability to:**

- Responds to fire alarms, connects hose, holds nozzle and directs water streams.
- Forces entry of premises for firefighting, rescue and salvage operations, uses chemical fire extinguishers, bars, hooks, lines, and other equipment.
- Removes persons from danger, administers first-aid to injured persons.
- Positions and climbs ladders to gain access to upper levels of buildings.
- Work is performed primarily on emergency medical scenes, mass casualty, fire scenes and extra ordinary events as they occur.
- Carries charged hose line into structure for fire extinguishment.
- Participates in fire drills and attends training classes in firefighting, first-aid, and related subjects.
- Drives fire apparatus when properly certified to do so.
- Ability to physically, mentally climb to different heights and function in close quarters.
- Performs ice and water rescue operations.
- Ability to work with residents, employees, and other officials at local, county, state, and federal agencies.
- Ability to provide good leadership, judgment and decision-making skills.
- Ability to communicate both verbally and in writing.
- Learn the geography of the Village, the location of important buildings and the street system.
- Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to effectively operate at an emergency scene.
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in firefighting responses.
- Analyze and cope with a variety of emergency situations calmly but effectively and to react quickly to secure accurate and precise information on the location, extent, and nature of emergency aid requests.
- Establish and maintain effective working relationships with co-workers, supervisors, and the general public; to work effectively as a team member.
- Prevent waste and damage of materials, supplies, and equipment.
- Occasionally perform community service activities.
- Submit necessary records and reports in the required time limits.
- Must comply with the Village of Kimberly personnel policy and safety manual policies.

**CERTIFICATIONS/LICENSES:**

- Firefighter I (within 1 year of employment)
- Valid Wisconsin Drivers License with a clean driving record

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that employees must meet to perform the essential functions of this job. The Village may make reasonable accommodations to enable individuals with disabilities to perform the essential functions.

- Physically able to wear complete set of protective clothing and self-contained breathing apparatus for extended periods of time.
- Performs extreme strenuous and physical labor for extended periods under some unfavorable climatic conditions, frequently lifting objects weighing 50 to 100 pounds.
- Performs duties requiring bending, crouching, stooping, climbing and crawling in buildings or close quarters that may be filled with smoke.
- Performance of hazardous tasks under emergency conditions which may involve extreme exertion under such handicaps as smoke and cramped surroundings
- Performs salvage operations such as throwing covers, sweeping water and removing debris.
- Performing tasks under emergency conditions may require strenuous exertion. The exposure to death, emotional stress, patients with contagious diseases and terminal illnesses can be expected.
- Ability to work under dangerous conditions where exposure to environmental factors such as temperature variations and extremes, toxic agents, noise, machinery, and/or dust, may cause discomfort and there is risk of injury.
- Ability to climb ladders.
- Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively, including during emergency situations which may involve a high degree of noise.
- The firefighter is exposed to extreme heat, smoke, hazardous chemicals, and falling materials, blood, and other dangerous and life-threatening situations.
- Maintain physical conditioning necessary to perform efficiently in emergency situations; meet medical and physical agility standards as established.
- Must be able to pass an annual physical ability test administered by the department.

**MENTAL DEMANDS:**

While performing the duties of this position, the employee will be regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; learn and apply new information or skills; and interact with police, ambulance, fire department members, other organizations and the public. Field environment may expose employee to unsettling scenes of victims of various health conditions.

**MEDICAL REQUIREMENT:**

Applicants may be required to submit to a medical examination prior to employment, consistent with requirements of the position. The Village of Kimberly Fire Commission with approval of the Village Board will update from time to time specific requirements of the medical examination.

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*The above statements are intended to describe the general nature and level of work being performed by most people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and requirements.*

UPDATED 10/08/2024