

PIONEER FIRE PROTECTION DISTRICT

JOB DESCRIPTION

Position Title: QRT EMS Volunteer EMR, EMT, CEP

Reports To: Shift Supervisor (Captain)

Status: Volunteer – Call stipend for callback or event

FLSA Status: Exempt at will volunteer position

POSITION SUMMARY

The Quick Response Team (QRT) EMS Volunteer (Emergency Medical Responder, Emergency Medical Technician, and Certified Emergency Paramedic) serves the community by responding to a wide variety of situations, ranging from emergencies that immediately threaten life, limb or medical needs of citizen requests for assistance. They perform within the scope of the policies and procedures of Pioneer Fire Protection District and they perform duties in the following general categories: emergency medical aid or rescue, training, water rescue, technical rescue, public education, prevention and other duties. The QRT EMS Volunteer (EMR, EMT, or CEP) normally works under the supervision of a company officer and expected to function effectively as part of a highly trained team. QRT EMS expected to perform their duties under adverse conditions and physical conditions that may pose a high risk of personal injury or exposure to hazardous conditions or infectious diseases.

The QRT EMS Volunteer is required to attend regularly scheduled training in order to maintain the high level of knowledge, skill and ability necessary to function safely and effectively as a EMS provider in accordance with state law, county protocols, and standard operating procedures.

The work performance of a QRT EMS Volunteer is continuously evaluated for general knowledge, skill proficiency, and ability to work as part of a team. Any deficiencies are corrected through remedial training. This position requires a high degree of decision making in emergency situations.

SUPERVISION RECEIVED

A QRT EMS Volunteer FF works under the general direction and supervision of the PFPD Captain (shift supervisor) who report directly to the Fire Chief, and under the direction of the Incident Commander or Division Supervisor at emergency scenes.

SUPERVISION EXERCISED

None

ESSENTIAL DUTIES AND RESPONSIBILITIES

The QRT EMS Volunteer may drive or ride an emergency vehicle in response to a rescue and emergency medical events, and routine requests for medical help or assistance. In the performance of their duties, the QRT EMS Volunteer Responds to requests for pre-hospital emergency medical care and may assist in the movement physical transport of sick or injured persons, setting up and/or operating oxygen, auto-defibrillation equipment, administering pre-hospital emergency medical care to the sick and injured and performing other related work as assigned. Also, places equipment, carry heavy objects/equipment and may be involved in the rescue efforts of injured, trapped or environmental injured victims. They do not respond to incidents involving fire, urban rescue, TRT/SRT or staging incidents unless directed by the duty Captain or Fire Chief

MINIMUM QUALIFICATIONS:

- At least 19 years of age
- Must be a high school graduate or passed GED requirements
- Possess and maintain a valid California Class C Driver's License
- Proof of eligibility to work within the United States as per I-9 form requirements
- Successful background and driving record check
- Must be insurable by the District insurance carrier
- Successfully pass a 12 panel drug screen
- Ability to hear and communicate via radio communications and face to face communications with substantial background noise as experienced in emergency situations
- Speak, read, and write the English language
- Ability to safely drive an emergency vehicle during either day or night in situations that may include congested traffic, unimproved roadways, and in unfavorable weather conditions
- Must live or work within the Pioneer Fire Protection District; Fire District residency is preferred

DESIRED MINIMUM QUALIFICATIONS

Knowledge of:

- Modern EMS principles, procedures, techniques, and equipment
- EMS rescue systems, evacuation considerations, and medical regulations for EMS safety

Ability to:

- Communicate effectively, both orally and in writing; ability to understand and carry out verbal and written instructions using the English language
- Obtain or possesses and maintain certification as an EMR, EMT, or CEP(Paramedic) or when eligible per County, State and NR standards

- Maintain physical conditioning necessary to perform efficiently in emergency situations; meet medical and physical agility standards as established
- Learn the geography of the District, the location of important buildings and the street system
- Participate in training drills; attend school and classes on first aid and emergency medicine, EMS equipment, and apparatus, and other classes associated with recognized EMS standards for level of certification
- Learn and apply technical information pertaining to emergency medical response
- Assist career staff in conducting EMS-safety education classes
- 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 fires and emergency aid requests
- Sustain heavy physical labor during periods of intense activity in emergency rescue situations; to work at varying heights above grade
- Work within a para-military organization and respond readily to directives
- Establish and maintain effective working relationships with co-workers, supervisors, and the general public; to work effectively as a team member
- Service and operate all District EMS equipment and apparatus.
- Perform necessary maintenance, testing and care of EMS supplies, equipment, auxiliary equipment and apparatus.
- Prevent waste and damage of materials, supplies, and equipment.
- Perform community service activities.
- Maintain necessary records and reports, incident forms, and daily shift operation logs, to accommodate needs of the district including computer data entry.

DISTINGUISHING CHARACTERISTICS

The QRT EMS Volunteer is a non-compensated position. The QRT EMS Volunteer may be awarded a stipend/reimbursement program in an effort to cover expenses incurred in the course of volunteering for the District. QRT EMS Volunteer can be assigned to a shift leader or supervisor and are expected to respond from home or work to District calls. Individuals fulfilling the duties and responsibilities of a QRT EMS Volunteer will at all-time present themselves in a courteous, professional and responsible manner.

TRAINING AND EXPERIENCE

The QRT EMS Volunteer will be required to complete the Pioneer Fire Protection District QRT EMS Training Academy and task books prior to functioning as a QRT EMS Volunteer.

LICENSES; CERTIFICATES; SPECIAL REQUIREMENTS

- High School Diploma or GED
- A valid California Class C Driver's License

- California EMR (El Dorado County EMS approved certificate program) EMT or CEP & Approved Health Profession CPR-AED certificate

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by a member to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

Work and training is performed primarily in the fire station, then on emergency medical scenes, mass casualty, and extra ordinary events as they occur. 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.

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 fire district members, other organizations and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those a member encounters while performing the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical hazard from equipment, traffic, and falling objects at emergency scenes, and exposure to health risks may occur. Performance of hazardous tasks under emergency conditions may require strenuous exertion under such handicaps as limited visibility, exposure to hazardous or toxic chemicals and gases, extremes in temperatures, cramped surroundings, and contact with death, emotional stress, contagious diseases, and terminal illness. Training sessions are usually held in a classroom setting or on a training drill ground.

Prior to being a QRT EMS Volunteer must complete the basic PFPD QRT EMS training academy and task books.

PHYSICAL REQUIREMENTS

The QRT EMS Volunteer must be able to complete the pre-employment physical performance/agility within allotted time (if you fail the pre-employment) or at the end of the academy. QRT EMS Volunteer must participate and complete the required PFPD QRT EMS Volunteer annual physical agility test

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the District and employee and is subject to change by the District as the needs of the District and requirements of the job change.