Grant County Fire Protection District 3

POLICY AND PROCEDURE

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1. NUMBER: 4.1.51

2. SUBJECT: ***Job Description - Cadet Firefighter***

3. POLICY: Cadet Firefighters with this District operate under general supervision of the Lieutenant or other officers

4. SCOPE: This Policy and Procedure is applicable to all Cadet firefighter personnel of Grant County Fire District 3.

5. RESPONSIBILITIES:

   A. The District Fire Chief is responsible for ensuring that this policy and procedure is followed.

6. PROCEDURE:

   A. Supervision Received: Works under the general supervision of a Fire Lieutenant or other District Officer.

   B. Supervision Exercised: None

   C. Essential Duties and Responsibilities:

      1. Must maintain a 2.00 (C) Grade Point Average.
      2. Performs firefighting activities such as rehab, accountability, re-decking hose, hose washing, cleaning of salvage covers and photography **(See Sub-Note 1) Prohibited Duties.**
      3. Participates in fire drills, attends classes in firefighting, emergency medical, hazardous materials, and related subjects. However, must not be on ladders over 10 feet tall.
      4. Operates radio and other communication equipment.
      5. Participates in the inspection of buildings, hydrants, and other structures in fire prevention programs.
      6. Assists with maintenance of fire equipment, apparatus and facilities. Assists with minor repairs of district equipment.
      7. Performs general maintenance work in the upkeep of fire facilities and equipment; cleans and washes walls and floors; cares for grounds around station; makes minor repairs; washes, hangs and dries hose; washes, cleans, polishes apparatus and equipment.
      8. Presents programs to the community on safety, medical, and fire prevention topics.
      9. Will not respond to any emergency incident under the influence of alcohol and/or drugs.
      10. The Cadet Firefighter will not be allowed to carry Grant County Fire

District 3 issued equipment (pagers) on school grounds during normal school hours.

SUB-NOTE 1 PROHIBITED DUTIES

1. At no time will Cadet Firefighter be involved in firefighting and fire suppression duties.
2. Working alone past 2000 hours without supervision by someone 18 years or older who is on the premises at all times.
3. Working at heights greater than 10 feet off the ground.
4. Flagging.
5. Firefighting.
6. Jobs where exposures require the use of respiratory protection or hearing protection.
7. Jobs with possible exposure to body fluids, or radioactive and hazardous substance.
8. Ladders and scaffolds including window washing.

D. Knowledge Ability and Skills:

1. Ability to meet and deal with the public in a courteous and professional manner and promote a positive image of Grant County Fire District 3.
2. Ability to learn in the classroom the operation of fire suppression and other emergency equipment; ability to learn in the classroom standard firefighting, emergency medical, hazardous materials, and fire prevention techniques. ability to follow verbal and written instructions; ability to communicate effectively orally and in writing; ability to establish effective working relationships with employees, other agencies, and the general public; ability to meet the special requirements listed below.
3. Working knowledge of first aid.
4. Shall participate in the Washington State Fire Service Training Firefighting Fundamentals course but shall be limited to Washington State Labor Laws & WAC 296-125-030.

E. Special Requirements:

1. Entry Level:
   a. Staff is authorized to recommend applicants at the ages of sixteen (16) at the time of appointment.
   b. Must possess, or be able to obtain, a valid state driver's license without record of suspension or revocation in any State.
   c. Have not been convicted of a job-related crime.
   d. Be qualified to be employed in the U.S.
   e. Must be able to read and write the English language.
   f. Must be of good moral character and of temperate and industrious habits.

F. Tools and Equipment Used: Hoses, and other standard firefighting equipment, first aid equipment, radio, pager, computer and phone.

G. Physical Demands: The physical demands described here are representative of those that must be met by an individual to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. While performing the duties of this job, the individual is frequently required to stand; walk; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The individual is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell.
2. The individual must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

H. Work Environment: The work environment characteristics described here are representative of those an individual encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. While performing the duties of this job, the individual regularly works in outside weather conditions. The individual occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions.
2. The noise level in the work environment is usually moderate, except during certain firefighting or emergency medical activities when noise levels may be loud.

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.

NOTHING CONTAINED IN THESE JOB DESCRIPTIONS OR ANY OTHER WRITTEN POLICY OF THE DISTRICT IS INTENDED TO BE PART OF ANY EMPLOYMENT RELATIONSHIP OR CONTRACT. THESE JOB DESCRIPTIONS FOR THIS FIRE DISTRICT OR ANY OTHER WRITTEN POLICY OF THE DISTRICT ARE MERELY STATEMENTS OF DISTRICT POLICY AND DO NOT AMOUNT TO PROMISES OF SPECIFIC TREATMENT. FURTHERMORE, THE DISTRICT RESERVES THE RIGHT TO MODIFY THE AFOREMENTIONED JOB DESCRIPTION AND DISTRICT POLICIES AT ANY TIME.

Cadet Signature & Date **Parent Signature & Date**