

**Lafayette Fire Department**  
***EMT & Paramedic Firefighter Job Description***



***EMT Firefighter Minimum Requirements:***

- State of Colorado Firefighter I or equivalent
- State of Colorado Firefighter II or equivalent
- State of Colorado Hazardous Materials Operations
- Wildland Red Card Certification
- State of Colorado Driver / Utility
- State of Colorado EMT
- AHA CPR
- Colorado Unrestricted Driver's License
- NIMS I-100, I-200

***For additional information about the department or minimum requirements please visit:***

<http://www.cityoflafayette.com/94/Fire>

**Summary or General Purpose:**

Protect life and property through firefighting and EMS activities on an assigned shift, within the Lafayette Fire Department response area and automatic aid areas. This assignment performs basic life support under the direct supervision of fire department paramedics and in accordance with department policies and procedures, and approved medical protocols and the Medical Director's expectations. The EMT Firefighter will perform task level firefighting operations as a team member within the Incident Management System to include, but not limited to; advancing fire hose, fire attack with hose streams, ventilation, rescue, extrication, salvage and overhaul. The EMT Firefighter's work includes active participation in fire and EMS responses, public education, fire code inspections, EMS and fire training, and physical fitness programs.

**Essential Functions:**

1. Answers emergency and non-emergency alarms throughout Lafayette Fire Department's response area and automatic aid areas and performs task level operations.
2. Provides basic life support to the sick and injured under the supervision of department paramedics.
3. Functions as a firefighter at the task level of IMS by advancing hose, fire attack with hose streams, ventilation, rescue, extrication, salvage, overhaul, etc.
4. Inspects commercial structures within the fire departments fire code enforcement program.
5. Conducts tours and PR on or off City property for interested groups or the public at large.
6. Performs general maintenance work in the up-keep of department property.
7. Ensures the response readiness of the assigned apparatus and its equipment.
8. Ensures compliance with all City and fire department policies, procedures, standards and guidelines.
9. When driving, ensures safe response while operating department apparatus, and positions the apparatus on responses to maximize safety and access to the scene.
10. Communicates effectively within the IMS, conveying unusual conditions and/or dynamics of an incident.

11. Maintains records of fire equipment and apparatus maintenance.
12. Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
13. Maintain a thorough knowledge of district geography.
14. Follow established confidentiality procedures.
15. Demonstrate a positive and constructive attitude toward customers and co-workers.
16. Serve as a Lafayette Fire ambassador in the community, sharing concerns and ideas expressed by the community with the fire department administration.
17. Maintain training and education to meet the demands of job responsibility.
18. Submit timely, complete and accurate patient care records and other required documentation.
19. Clean and maintain vehicles, medical equipment and stations.
20. May teach or assist in training sessions to the professional rescuer as well as the lay public.
21. Recognize hazardous conditions, such as a back draft, presence of harmful atmospheric contaminants, and possible structural collapse and takes appropriate action to assure the safety of firefighters and the public.
22. Perform periodic tests of hydrants, fire pumps, fire hose, and other equipment. Corrects or causes to be corrected all operational deficiencies found during periodic maintenance inspections.
23. Cleans and maintains the stations, grounds, and other equipment.
24. Understand oral and written instructions; able to prioritize quickly to determine the most effective course of action.
25. Works in a positive manner and encourages safe and coordinated teamwork and emergency response.
26. Participate in a proactive, regular, physical fitness program.
27. Treat other employees, members, and the public with dignity, courtesy and respect.
28. Trains and completes certifications to maintain or improve skills necessary to perform as a fire fighter with the department.

### **Reporting Relationships:**

Supervision Received – The EMT Firefighter will be assigned additional duties as deemed necessary by the Lieutenant, Battalion Chief, or Fire Chief. During EMS related duties the EMT Firefighter will be supervised by Paramedic level staff.

**Supervision Exercised** – None

### **Qualifications:**

1. **KNOWLEDGE** - Perform modern firefighting and EMS principles, practices, and procedures. Understand and operate in the Incident Management System, Knowledge and ability to perform modern firefighting and EMS principles, practices, and procedures.
2. **SKILL** - Work cooperatively with supervisors, peers, other City employees and the public. Communicate orally with customers, clients, and the public in person, on the telephone, or electronically.
3. **ABILITY** - Produce written documents in the English language with clearly organized thoughts with proper sentence construction, punctuation, and grammar. Able to operate assigned department apparatus, City computers and applicable software, training AV equipment, recording and photography equipment, etc. Learn job related material through structured lecture and reading, and

through oral instruction and observation. This learning can take place in classroom settings and / or in an on-the-job setting. Able to be subjected to physical exertion over prolonged periods of time that may include lifting heavy objects, climbing stairs and ladders. May be exposed to severe weather conditions, hazardous conditions to include heat and toxic elements, severely injured and ill patients, communicable and infectious diseases, etc. Must be tolerant of confined spaces, heights, and the restrictive conditions while wearing SCBA and other protective gear.

#### **Work Environment and Physical Demands:**

May occasionally be required to perform hazardous tasks requiring strenuous exertion during firefighting, rescue, and emergency situations under conditions of extreme heat or cold, smoke, cramped and/or hazardous surroundings. The potential to work in hazardous surroundings exists at all times which includes a variety of physical conditions such as proximity to moving mechanical equipment, electrical currents, working on ladders or in high places, and hazardous materials. Subjected to quick physical exertion overtime, sometimes exceeding several hours; responds to emergencies during personal time, including meals and scheduled rest/sleep times; lift s heavy objects including other persons; climbs stairs and ladders; exposed to heights and confined spaces; drives apparatus at all hours, in any weather condition; operates in hazardous conditions including heat, smoke, toxic elements; requires contact with severely ill and injured persons; may be exposed to others with communicable and infectious diseases. Primarily conducts assigned duties at emergency scenes, on and around fire / emergency apparatus, or at the fire station, and in training settings. Sometimes functions in an office environment. Occasionally addresses public groups.

#### **Independence of Action:**

The employee is expected to exercise independent judgment and apply technical and professional skills in achieving work results. Work is governed by general policy and protocols requiring initiative in implementing procedures to address work challenges. Work is reviewed by results obtained for attainment of objectives and effectiveness. Supervisor is involved on problems of major impact.

#### **Equipment Used:**

This list is not intended to be all-inclusive

Fire Department apparatus, ancillary fire/rescue/EMS equipment, various vehicles, tools, personal computer, telephone, copier, facsimile machine, audio-visual projectors and VCR, 35 mm camera, digital camera, and fire training simulator.

***Paramedic Firefighter Minimum Requirements:***

- State of Colorado Firefighter I or equivalent
- State of Colorado Firefighter II or equivalent
- State of Colorado Hazardous Materials Operations
- Wildland Red Card Certification
- State of Colorado Driver / Utility
- State of Colorado Paramedic
- AHA CPR
- AHA ACLS
- AHA PALS
- Colorado Unrestricted Driver's License
- NIMS I-100, I-200

**Summary or General Purpose:**

The Paramedic Firefighter performs advanced life support and technical emergency medical work in the field, mentors EMT staff and trains the public and students in EMS. The work challenge of this position is to provide accurate physical assessment and interpretation of patient condition. The incumbent must be able to work under stress and initiate appropriate life saving measures and perform physical activity that requires a full range of body movement, often in uncontrolled, potentially dangerous situations. The fundamental reason this classification exists is to protect life and property through firefighting and EMS activities on an assigned shift, within the Lafayette Fire Department response area and automatic aid areas. This assignment performs advanced life support in accordance with department policies and procedures, within approved medical protocols and the Medical Director's expectations. The Paramedic Firefighter will perform task level firefighting operations as a team member within the Incident Management System to include, but not limited to; advancing fire hose, fire attack with hose streams, ventilation, rescue, extrication, salvage and overhaul. The Paramedic Firefighter's work includes active participation in fire and EMS responses, public education, fire code inspections, EMS and fire training, and physical fitness programs.

**Essential Functions:**

The following duties are illustrative only and are not intended to be all-inclusive

1. Answers emergency and non-emergency alarms throughout Lafayette Fire Department's response area and automatic aid areas and performs task level operations.
2. Provides advanced life support to sick and injured.
3. Functions as a firefighter at the task level of IMS by advancing hose, fire attack with hose streams, ventilation, rescue, extrication, salvage, overhaul, etc.
4. Inspects commercial structures within the fire departments fire code enforcement program.
5. Conducts tours and PR on or off City property for interested groups or the public at large.
6. Performs general maintenance work in the up-keep of department property.
7. Ensures the response readiness of the assigned apparatus and its equipment.
8. Ensures compliance with all City and fire department policies, procedures, standards and guidelines.
9. When driving, ensures safe response while operating department apparatus, and positions the apparatus on responses to maximize safety and access to the scene.

10. Communicates effectively within the IMS, conveying unusual conditions and/or dynamics of an incident.
11. Maintains records of fire equipment and apparatus maintenance.
12. Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
13. Maintain a thorough knowledge of district geography.
14. Follow established confidentiality procedures.
15. Demonstrate a positive and constructive attitude toward customers and co-workers.
16. Serve as a Lafayette Fire ambassador in the community, sharing concerns and ideas expressed by the community with the fire department administration.
17. Maintain training and education to meet the demands of job responsibility.
18. Submit timely, complete and accurate patient care records and other required documentation.
19. Clean and maintain vehicles, medical equipment and stations.
20. May teach or assist in training sessions to the professional rescuer as well as the lay public.
21. Recognize hazardous conditions, such as a back draft, presence of harmful atmospheric contaminants, and possible structural collapse and takes appropriate action to assure the safety of firefighters and the public.
22. Perform periodic tests of hydrants, fire pumps, fire hose, and other equipment. Corrects or causes to be corrected all operational deficiencies found during periodic maintenance inspections.
23. Cleans and maintains the stations, grounds, and other equipment.
24. Understand oral and written instructions; able to prioritize quickly to determine the most effective course of action.
25. Works in a positive manner and encourages safe and coordinated teamwork and emergency response.
26. Participate in a proactive, regular, physical fitness program.
27. Treat other employees, members, and the public with dignity, courtesy and respect.
28. Trains and completes certifications to maintain or improve skills necessary to perform as a fire fighter paramedic with the department; may attend remote meetings, conferences and trainings.

### **Reporting Relationships:**

Supervision Received - The Paramedic Firefighter reports to the Lieutenant. The Paramedic Firefighter will be assigned additional duties as deemed necessary by the Lieutenant, Battalion Chief or Fire Chief.

**Supervision Exercised** – Exercises medical supervision over Emergency Medical Technician level staff.

### **Qualifications:**

1. **KNOWLEDGE** - Knowledge and ability to perform modern firefighting and EMS principles, practices, and procedures. Fire and EMS training and instructional methods. Department policies, procedures and rules. ICS organizational principles. Medical terminology, anatomy and physiology. Assess patient conditions, write patient assessments and vital data into charts, communicates effectively with patients, staff, other rescuers, physicians, families and the general public. The incumbent must support the Lafayette Fire Department's vision and mission. Understand and operate in the Incident Management System. Work cooperatively with supervisors, peers, other City employees and the public. Communicate orally with customers,

clients, and the public in person, on the telephone, or electronically. Produce written documents in the English language with clearly organized thoughts with proper sentence construction, punctuation, and grammar. Able to operate assigned department apparatus, City computers and applicable software, training AV equipment, recording and photography equipment, etc. Learn job related material through structured lecture and reading, and through oral instruction and observation. This learning can take place in classroom settings and / or in an on-the-job setting. Able to be subjected to physical exertion over prolonged periods of time which may include lifting heavy objects, climbing stairs and ladders. May be exposed to severe weather conditions, hazardous conditions to include heat and toxic elements, severely injured and ill patients, communicable and infectious diseases, etc. Must be tolerant of confined spaces, heights, and the restrictive conditions while wearing SCBA and other protective gear.

2. **SKILL** - Operate such equipment as ambulance vehicles in a variety of weather and road conditions, communication and medical equipment. Demonstrate an ability to listen, offer assistance and collaborate with others to meet customer needs. Demonstrated skill in the operation of equipment necessary to perform functions of the position.
3. **ABILITY** - Operate as an effective member of an ambulance crew with career and reserve members. Communicate effectively orally, in writing, and by electronic media; train, instruct, and assist in the training of other department members. Establish and maintain effective working relationships with superiors, subordinates, peers and the public. Manage and complete numerous technical and complex collateral administrative assignments; prioritize work assigned from multiple superiors. Implement, coordinate and operate within an ICS system. Operate ambulance vehicles in a variety of weather and road conditions. Perform a full range of body movement such as bending, stooping, crawling, kneeling, reaching, walking, running, lifting, climbing and carrying under stressful and often unstructured, uncontrolled, potentially dangerous situations. Demonstrate a willingness to listen, offer assistance and collaborate with others to meet customer needs. Maintain confidentiality of all work information. Function successfully in a team environment. Exhibit courteous, respectful and compassionate treatment of internal and external customers. Display a positive attitude and flexibility in changing situations. Participate in identifying problems and suggesting solutions.

### **Work Environment and Physical Demands:**

Perform hazardous tasks requiring strenuous exertion during firefighting, rescue, and emergency situations under conditions of extreme heat or cold, smoke, cramped and/or hazardous surroundings. The potential to work in hazardous surroundings exists at all times which includes a variety of physical conditions such as proximity to moving mechanical equipment, electrical currents, working on ladders or in high places, and hazardous materials. Will require mobility and the ability to carry heavy items including other persons. Likewise, the ability to work in an office; sitting at a desk for periods of time is also required. A general high level of physical and mental fitness is required. The incumbent will be required to participate in the department physical fitness program and be tested at least once a year. In performing this position there is an inherent potential for contact of skin with mucous membrane blood, body fluids or tissues, and/or a potential for spills or splashes of them. Appropriate protective measures are required in these potentially hazardous situations. Subjected to quick physical exertion over periods exceeding several hours; respond to emergencies during personal time, including during meals and scheduled rest/sleep; climb stairs and ladders; exposed to heights and confined spaces; drive apparatus at all hours, in severe weather; operate in hazardous conditions including heat, smoke, toxic elements, require contact with severely ill and injured persons; may be exposed to others with communicable and

infectious diseases; attend fire/rescue/EMS trainings as instructor/student. Operate various emergency medical vehicles. Possess a working knowledge of computers and associated software.

**Independence of Action:**

The employee is expected to exercise independent judgment and apply technical and professional skills in achieving work results. Work is governed by general policy and protocols requiring initiative in implementing procedures to address work challenges. Work is reviewed by results obtained for attainment of objectives and effectiveness. Supervisor is involved on problems of major impact.

**Equipment Used:**

This list is not intended to be all-inclusive

The ability to properly operate or use the following equipment is necessary to perform the functions of the job: Vehicles and equipment related to firefighting which include fire hoses, nozzles, air packs, forcible entry tools, fire extinguishers, exhaust fans, ropes, ladders, and other equipment specifically related to the fire service and rescue. Vehicles and equipment related to EMS care delivery including defibrillators, oxygen cylinders, suction units, pulse oximeters, spine boards, scoop stretchers, cervical collars, and ambulance prams. Personal computer, related software telephone, copier, facsimile machine, audio-visual projectors and VCR, 35 mm camera, digital camera, and fire training simulator.