

Town of Mansfield Fire Department Agency Profile

The Mansfield Fire & Emergency Services Department is a combination workforce comprised of over sixty (60) employees and volunteer members; all personnel report to the fire chief's office and include the following divisions and personnel categories:

Administrative Division

- Fire Chief
- Administrative Analyst

Operations Division

- Full Time Career Firefighter/EMTs
- Part Time Career Firefighter/EMTs
- Active Volunteer Firefighter/EMTs
- Active Support Personnel
- Fire/Police

Prevention Division

- Fire Marshal
- Deputy Fire Marshalls (some of which are also included in Operations Division)
- Administrative Assistant
- Emergency management staff

The Town of Mansfield encompasses approximately 45.1 square miles and has a population of approximately 20,720. The Town is bounded on the east by Chaplin, in the north by Willington and Ashford, on the south by Windham, Lebanon and Columbia and on the west by Coventry. The Town of Mansfield was first settled in 1692 as part of Windham. In October 1702, the Connecticut General Assembly granted a charter of incorporation to the Town of Mansfield which was formed out of Windham. The town is mostly rural, with a commercial areas in the south end of town and around the University towards the north end of town.

The Town operates under the provisions of its Charter and the General Statutes of the State of Connecticut. Since 1970, when the Town established the Town Manager/Council form of government, the legislative power of the Town was vested in a nine member council, elected at large for terms of two years and the Town Meeting. The Mayor is elected by majority vote of the Council. The Town Manager, who is the Chief Executive Officer, manages the operations of the Town.

The Town and the immediate region benefit from being the locale of the University of Connecticut. The University is a land grant university that was founded in 1881 as Storrs Agricultural School. With over 4,000 employees and 15,000 students at the Storrs campus, the University has a major impact on the Town and the surrounding region.

The Town of Mansfield provides a full range of services, including fire protection; the construction and maintenance of highways, streets and other infrastructure; education from pre-kindergarten through eighth grade and high school through Regional School District No.19; social services including a youth services bureau and a senior center; public health services through Eastern Highlands Health District;

recreational services and adult education including a community center, library services and affordable housing through a Town housing authority.

Town of Mansfield

FIREFIGHTER/EMERGENCY MEDICAL TECHNICIAN

GENERAL DESCRIPTION:

Responds to incidents of fire, rescue, medical, and other emergencies and non-emergencies and performs related duties. Operates emergency apparatus and related equipment. Performs routine maintenance, repair, and inspection of department buildings, quarters, apparatus, and equipment to insure operational effectiveness.

SUPERVISION RECEIVED:

Works under the general direction of the Emergency Services Administrator. When present at emergency incidents, receives supervision from the Fire Chief or commanding officer at scene.

SUPERVISION EXERCISED:

In the absence of a company officer, assumes role and responsibilities of a company officer until a superior ranking officer takes charge.

ESSENTIAL FUNCTIONS OF WORK:

Responds to fire incidents and performs various complex tasks during life threatening situations, both as a member of a team and independently, to prevent, control and extinguish fire, rescue people, and deal with other emergency conditions that may arise.

Responds to rescue, hazardous materials, and related incidents and performs various complex tasks during life threatening situations, both as a member of a team and independently, to resolve the incident.

Responds to medical emergencies; evaluates medical condition of patient; provides appropriate treatment and/or critical intervention for injuries; communicates with area hospitals for guidance; transports patients to hospitals if necessary.

Drives and operates fire apparatus, ambulances, supply trucks, service vehicles, and automobiles. When operating a pumper, applies proper hydraulic principles so as to maintain suitable water pressure in hose lines, standpipes, and sprinkler systems. When operating an aerial apparatus, makes certain that the aerial device has been properly placed, deployed, raised, rotated, and extended to combat the emergency.

Evaluates nature and severity of emergency incidents and selects appropriate tools and techniques. Operates whatever manual or power tools or equipment are necessary to control an emergency condition.

Assists with fire and police investigations of accidents and fire cause and origin.

Documents emergency incidents and patient information on appropriate forms. Completes and maintains reports, records, and journals.

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FIREFIGHTER/EMERGENCY MEDICAL TECHNICIAN

ESSENTIAL FUNCTIONS OF WORK (continued):

Participates in drills and training courses in firefighting techniques, medical care, hazardous materials, and other related topics to maintain and enhance skills and safety.

Participates in fire surveys and inspections of all types of occupancies.

Performs daily maintenance check of all types of fire/rescue/EMS apparatus and related equipment; examines apparatus and equipment to ensure adequate levels of fuel, oil, coolant, water, foam and chemicals; performs operational checks of apparatus, pumps, and equipment, both manual and power to ensure readiness for emergency use.

Performs daily check of emergency service and personal safety equipment; ensures emergency response vehicles are stocked with necessary equipment and supplies and in their proper position and ready for instant use. Ensures personal safety equipment is in good condition and ready for donning.

Performs operational testing, minor maintenance and repair functions to fire/rescue/medical/service apparatus and equipment. Cleans, polishes, oils, and greases apparatus and equipment.

Performs general housekeeping and minor repair functions to fire station, building equipment, furniture, hydrants, and grounds.

Responds to non-emergency situations to render assistance and perform public service.

Serves special duty at public gatherings.

ADDITIONAL DUTIES:

Provides public fire, life safety, and EMS education.

Monitors and answers telephone calls, radio transmissions, and alarms connected to or installed at the fire station. Effectively communicates the nature, extent, and progress of emergency incidents to all responders and dispatch personnel.

Serves as contact person for the public, outside agencies, employees, and other public safety personnel; responds to inquiries and answers questions.

Serves as a member of various employee committees. Participates in meetings, seminars and training sessions.

May perform various miscellaneous duties as assigned such as training, quartermaster, fleet maintenance, shift scheduling, etc...

Maintains physical fitness necessary to perform essential duties.

Performs related work as required.

FIREFIGHTER/EMERGENCY MEDICAL TECHNICIAN

PHYSICAL AND MENTAL REQUIREMENTS/WORK ENVIRONMENT:

(Required for essential duties. Reasonable accommodations will be considered under the Americans with Disabilities Act. This list is not all-inclusive and may be supplemented as necessary).

Tolerate extreme fluctuations in temperature while performing duties in both frigid and hot and humid atmospheres while wearing equipment that significantly impairs body-cooling mechanisms.

Rely on senses of sight, hearing, smell, and touch to help determine the nature of the emergency, maintain personal safety, and make critical decisions in a confused, chaotic, and potentially life threatening environment throughout the duration of an operation.

Work for long periods of time requiring sustained physical activity and intense concentration.

Perform a variety of tasks, including lifting heavy objects, on slippery, hazardous surfaces such as roof-tops, from ladders, and on level to severe grades.

Wear personal protective equipment that weighs approximately 60 pounds while performing complex firefighting tasks.

Make rapid transitions from rest to near maximal exertion without warm-up periods.

Ability to lift 50 pounds frequently and heavier weights occasionally.

KNOWLEDGE, SKILLS AND ABILITIES:

Extensive knowledge of the street system and physical layout of the Town, including hydrant locations and water sources.

Complete knowledge of hydraulic calculations for friction loss and flow using both written formulas and estimation methods.

Knowledge of the capabilities, limitations, and operating principles of heavy firefighting apparatus and auxiliary equipment.

Knowledge of common causes of fire, modern firefighting equipment, methods of fire prevention, emergency medical care, and emergency aid or assistance.

Knowledge of the rules, regulations, policies, and procedures of the department.

Some knowledge of mechanic's tools and machinery.

Skill to drive and operate various motor-driven equipment including fire trucks, ambulances, automobiles and supply trucks, and familiarity with all requisites of safety demanded by the vehicle under his/her control.

FIREFIGHTER/EMERGENCY MEDICAL TECHNICIAN

KNOWLEDGE, SKILLS AND ABILITIES (continued):

Skill to lay and connect hose lines, hold nozzles, make openings in buildings for access and ventilation, salvage property and clean up premises.

Skill to use chemical extinguishers, pike poles, axes, bars, hooks, and lifelines and nets.

Skill to apply medical procedures consistent with training and certification.

Ability to perform during complicated and complex situations for extended periods of a time with interruptions, under pressure, and with rapidly changing priorities.

Ability to analyze problems quickly and act effectively in emergency situations.

Ability to recognize the need for vehicle and equipment repairs and maintenance.

Ability to express oneself clearly and concisely, both orally and in writing.

Ability to follow and understand written and verbal instructions.

Ability to prepare written reports.

Ability to establish and maintain cooperative working relationships with fellow employees, staff, supervisors, and the general public.

Ability to perform manipulative skills such as writing, using a keyboard, and/or radio equipment with accuracy.

Ability to read plans, maps or diagrams and read from a computer monitor.

Ability to distinguish between public and confidential information and to handle appropriately.

QUALIFICATIONS AND CERTIFICATION REQUIREMENTS:

High School Diploma or its equivalent.

Certification as a Firefighter II

Certification as an EMT by the State of Connecticut Office of Emergency Medical Services and the regional Connecticut Emergency Medical Services Council.

Approval by the Medical Director of the sponsor hospital to operate as an EMT.

Some experience in building, plant, or machine operations or maintenance.

Possession of a valid Motor Vehicle Operator's License.

As determined by department's physician on an annual basis, the ability to perform physical and mental requirements of the position.

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FIREFIGHTER/EMERGENCY MEDICAL TECHNICIAN

SPECIAL REQUIREMENTS:

Must have a valid Connecticut 2Q driver's license or ability to obtain one.

Approved by: _____ Date: _____
Martin H. Berliner, Town Manager

(THE ABOVE DESCRIPTION IS ILLUSTRATIVE, IT IS INTENDED AS A GUIDE FOR PERSONNEL ACTIONS AND MUST NOT BE TAKEN AS A COMPLETE ITEMIZING OF ALL FACETS OF ANY JOB)