



Volunteer Firefighter Job Description  
Schedule "A" to the Job Application

**Reports to:** Station Co-ordinator/Captain

## **Job description:**

Respond to suppression and emergency call-outs in accordance with Standard Operating Procedures, and in circumstances of extreme weather and temperature conditions. Duties on scene may include, but are not limited, to the following:

- Wearing self-contained breathing apparatus in confined spaces;
- Strenuous physical activity;
- Lift, carry and set-up of equipment and materials on scene;
- Operation of pressure pumps and hoses;
- Crawling, climbing, carry/climb ladders;
- Operation of rescue equipment;
- Performs salvage and ventilation work at fire and emergency scenes;
- Potential exposure to extremely dangerous physical hazards, entering burning or contaminated buildings, structures and areas to perform rescues or to fight fires, wearing required clothing and safety equipment;
- Provides first response medical assistance to the injured;
- Participate in mandatory training to ensure currency within established policy and procedures;
- Operate in a team environment under the direction of supervisory staff;
- Work in accordance with established policies, operational guidelines, Occupational Health and Safety Act;
- Carry out supportive roles on scene as directed by supervisory staff;
- Perform Hall duties, washing trucks and equipment, ensuring that equipment is in a state of readiness for response, cleaning and maintaining gear;
- Participate in promotional and community events, as assigned, acting as ambassadors of the Fire Service;
- Other duties as assigned.

## **Skills/education required:**

- Minimum of a Grade Twelve (12) Diploma or equivalent;
- Pre-Service Firefighter program, or related fire or emergency training or courses as asset;
- Possess and maintain the physical strength and agility necessary to perform arduous work, and to competently operate firefighting/rescue equipment, and safety equipment, under all types of adverse conditions, for prolonged periods, lifting up to 30 kgs or more in this physically demanding environment;
- Must have a good attitude and the ability to support and project values compatible with the organization;
- Ability to develop and maintain collaborative working relationships with effective conflict resolution skills;
- Ability and willingness to attend required training, and to perform learned tasks and techniques used in extinguishing and prevention of fire; and in rescue operations;
- First Aid/CPR certification would be an asset;
- Previous related experience and/or training is an asset;
- Demonstrated ability to maintain a high degree of confidentiality at all times;
- Ability to exercise discretion and tact and to react calmly and quickly in emergency situations;
- Effective oral communication and strong interpersonal skills to deal with members of the public, and staff;
- Good written communication skills;
- Possess and maintain a minimum valid Class “G” driver’s licence in good standing for the Province of Ontario and to obtain and maintain a valid Class “D” licence with a “Z” endorsement within one year from date of employment.

Applicants must be prepared to complete 40-hours of unpaid mandatory training. This training is conducted on evenings and weekends. Agility testing and 40-hour training components require that applicants lift up to 30 kgs.

## **Locations of work:**

Baddow, Bethany, Bobcaygeon, Burnt River, Cameron, Carden, Coboconk, Dunsford, Emily, Fenelon Falls, Janetville, Kinmount, Kirkfield, Lindsay, Little Britain, Norland, Oakwood, Omeme, Ops, Pontypool, Woodville.

## **Positions:**

Basic: A newly hired Volunteer Firefighter will be paid at the basic level of remuneration for a period of one year. He/she must attain a "DZ" licence within 12 months from hire date, First Aid and CPR Certifications, attend 50% of paged fire calls, attend 60% of scheduled training meetings, and be working on component one-module 1,2,3 of the OFM curriculum.

Advanced: This rate is achieved after one year of service and having met the conditions of BASIC Volunteer Firefighter. Maintenance of what has been achieved in Basic service is expected, along with training for the completion of the OFM curriculum.