

**BERTHOUD FIRE PROTECTION DISTRICT
POSITION DESCRIPTION**

Job Title: Firefighter - Intern

Job Status: Non-Paid - Educational Extension of Aims Community College Degree Program

Effective Date: July 28, 2003

The following position description is established by the Board of Directors of the Berthoud Fire Protection District. It outlines the basic duties and responsibilities of the above captioned position. This position is a non-paid position and is considered an extension of the firefighters formal college education at Aims Community College.

POSITION SUMMARY:

The position of Firefighter/Intern requires training in responding to, combating, extinguishing, preventing fires, and performing rescue work. The individual will be required to learn and participate in the performance of tasks in emergency situations which may require strenuous physical exertion under conditions such as smoke, heat, and confined spaces.

REQUIREMENTS:

1. Have a high school diploma or equivalent
2. Possess a valid Colorado Driver's License
3. Must meet "Minimum Standard Guidelines", i.e. criminal/driving history
4. Successfully complete the District's testing/selection process
5. Successfully attain the following within 12 months of employment:
 - a. Firefighter I Certification
 - b. Emergency Medical Technician - Basic
 - c. Hazmat Operations Certification
 - e. CPR certification
6. Have the ability to learn a variety of firefighting duties and methods
7. Must be able to understand and follow oral and written instructions
8. Must be physically and mentally fit to meet the demands of the position. A minimum qualification standard is unrestricted mobility and must be physically capable of climbing ladders, working at heights, working in confined spaces and able to lift excessive weight. Candidate may not have any physical condition that would impair performance.
9. Obtain Red Card, Wildland Firefighting certification within 12 months of employment (optional)

QUALIFICATIONS:

1. The Firefighter/Intern shall have appropriate oral and written communication skills and the ability to work as an integral part of a team.

DUTIES:

1. Respond to alarms providing firefighting, basic life support services, equipment and apparatus operation, as well as support functions as required.
2. Assist in the performance of all apparatus and equipment maintenance checks in accordance with nationally recognized standards and/or District schedules and guidelines. Correct, or cause to be corrected all deficiencies found.
3. Report major service issues to the Supervisor.
4. Maintain equipment and apparatus serviceable and clean.
5. Assist in maintaining records as they pertain to equipment and apparatus maintenance and repair.
6. Assist in the inspection of the station, grounds, apparatus and equipment to ensure proper and safe operating conditions as well as cleanliness. Assist in the performance of preventative and minor maintenance and report status to the supervisor.
7. Responsible for the cleanliness and maintenance of tools used.
8. Assist in placing an apparatus or equipment in service after use.
9. Maintain all required certifications and licenses for the Firefighter/Intern position.
10. Understand, follow and support all District policies, procedures, standards and guidelines.
11. Attend, District meetings and training sessions, as directed.
12. Participate in assigned project work.
13. Participate in fire prevention/inspection/public education and other bureau related duties as assigned.
14. Other duties as assigned.

SUPERVISION:

You will be under the direct supervision of the Incident Commander during all emergency alarms. The Firefighter/Intern reports to and is responsible to the Fire Chief or his/her designated agents. Any problems should be resolved in accordance with the District personnel policies and procedures.

ACCEPTANCE:

I hereby acknowledge receipt of this job description, have read it and agree to accept the above captioned position as Firefighter/Intern subject to provisions contained herein.

Signature

Date

Revised 9/16/2008