

**EMS VOLUNTEER**

**GENERAL STATEMENT OF DUTIES**

Perform emergency medical services (EMS) and public education duties by responding to alarms of emergency medical assistance, supporting public education in safety and health by applying skills and knowledge in the saving of life and promoting the health and wellness of district personnel and citizens. Drives and operates district vehicles and apparatus as directed or authorized. Maintain facilities and equipment and perform other related duties as assigned. Attends required training and maintains required certifications. Communicate effectively both verbally and in (electronic) writing; understand and follow oral and written instructions; make good judgments; acts appropriately and calmly in emergency situations; performs moderately strenuous activities under EMS circumstances; establishes and maintains effective relationships with other personnel and the general public; prepare complete, accurate reports using English grammar, spelling and mathematics. Does related work as required and performs other duties as may be assigned.

**SUPERVISION RECEIVED**

Work is performed under the general supervision of an assigned company officer, and/or Battalion Chief who reviews work for conformance with district policies, procedures and guidelines. Limited supervision or direction may be received by EMS personnel on emergency incident scenes for the purpose of providing patient care.

**SUPERVISION EXERCISED**

EMS Volunteers do not have formal supervision over other staff. Limited supervision may be exercised when acting as a lead technician on emergency incidents providing direction to other responders.

**EXAMPLES OF ESSENTIAL FUNCTIONS**

A person in this classification shall perform the essential functions as outlined below. However, these functions do not include all of the specific essential functions that a person may be required to perform.

1. Responds to incidents that have reported or are likely to have EMS related emergencies providing care as appropriate to EMS certification level and scope of practice, including report writing and related activities.
2. Cleans and/or maintains fire stations, grounds and vehicles; services and cleans all EMS equipment as required/assigned.
3. Participates in EMS drills and instructional classes, seminars, etc. as required and directed to improve knowledge and skills.

4. Drives and operates vehicles as trained and approved.
5. Participates in fire prevention, health and wellness programs as assigned.
6. Participates in community outreach/public service events as organized and approved by the district.

### POSITION QUALIFICATION REQUIREMENTS

Upon successful completion of a district provided recruit academy and prior to the end of probationary status the individual will have demonstrated experience and applied knowledge of emergency medical procedures (within scope of EMS certification level and/or regional EMS protocols); fire prevention techniques, procedures and methods; operation and maintenance of emergency medical equipment; English grammar, spelling, and mathematics. Ability to understand and follow oral and written instructions. Safely operate emergency medical equipment and vehicles (as trained and authorized) and use of radios, pagers, a personal computer and telephone. Complete and participate in ongoing annual refresher training as required by regulatory authorities. Ability to work harmoniously with other personnel.

### EDUCATION AND EXPERIENCE

Graduation from high school or satisfactory completion of the General Education Development.

### REQUIRED QUALIFICATIONS

- Possession of a valid Oregon Driver's License with a driving record consistent with district driving policies or ability to obtain within 90 days of appointment.
- Possession of valid Oregon EMS License above the EMR level or possession of an equal National Registry License with the ability to complete Oregon Health Authority reciprocity within 120 days of appointment.
- Must pass a district provided physical examination by a licensed/accredited medical facility.
- Must possess, maintain and authorize a cellular telephone capable of receiving pages for alarms for service, and brief informational communications for immediate assigned service area.
- Must be able to participate within minimum volunteer activity guidelines within the fire district.
- Must pass a district EMS physical ability test (PAT).
- Successfully pass a criminal background and personal history investigation.
- Hazardous Materials Awareness or equivalent within 90 days of appointment.
- NIMS ICS 100, ICS 200, IS 700, and IS 800 within 90 days of appointment.
- NFPA Fire Apparatus Driver/Operator within 6 months of appointment.

## PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by a person to successfully perform the essential functions of the position. A physical ability test will be required for this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this position, persons are frequently required to stand, walk briskly, use hands to handle or operate objects and equipment; reach with hands and arms. Persons are occasionally required to sit, climb stairs, or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell.

The physical demands of this position in emergency EMS situations require a person to frequently lift, exert pressure for pushing and pulling, and/or move up to 60 pounds. A person is also required to wear and use personal protective equipment (PPE), while carrying or lifting patients, which would require the person to be able to move up to 175 pounds.

Specific vision abilities required by this position include close vision, distance vision, color vision peripheral vision, depth perception and the ability to adjust focus.

## WORK ENVIRONMENT

The work environment characteristics described here are representative of those a person encounters while performing the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The duties of this position are performed regularly outside in all weather conditions. Duties are performed by the person near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, airborne particles, and extreme temperatures.

The noise level in the environment is usually moderate, except during certain EMS activities when noise levels may be loud.