

**OPERATIONS SUPPORT VOLUNTEER-OSV****GENERAL STATEMENT OF DUTIES**

Performs a wide variety of duties in environments that are not immediately dangerous to life or health (non-IDLH) in support of fire and emergency operations including but not limited to: Providing water supply, Rehab, Air supply, Traffic control and debris removal and supports low angle rope, water and technical rescue. Conducts maintenance and repair of facilities, apparatus and equipment. Performs water supply mapping and maintenance; conducts fire prevention activities and public education events through application of knowledge, skills and ability to promote the health, wellness and furtherance of district citizenry and personnel. Drives and operates district vehicles and apparatus as directed or authorized. Maintains facilities and equipment and performs other related duties as assigned. Does related work as required and performs other related duties as may be assigned.

**SUPERVISION RECEIVED**

Work is performed under the general supervision of the Volunteer Coordinator, a company officer, and/or Battalion Chief who reviews work for conformance with district policies, procedures and guidelines.

**SUPERVISION EXERCISED**

Operations Support Volunteers do not have formal supervision over other staff. Limited supervision may be exercised when acting in a capacity during training venues or as directed during emergency incidents providing direction to assigned responders.

**ESSENTIAL JOB 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 reported emergencies requiring water supply operations, lays and connects water supply hose lines, utilizes chemical extinguishers and other equipment or tools as may be required to maintain safe working areas.
2. Deploys with limited assistance and supplies water to portable ground tanks establishing water transfer systems between vehicles and/or ground tanks.
3. Cleans fire stations, grounds and services and cleans related fire apparatus and equipment as assigned.
4. Inspects and/or tests dry hydrants, draft site locations, rural well sites and other related locations as assigned.
5. Participates in drills and attends instructional classes, seminars, etc. as required and directed to improve abilities.
6. Drives and operates vehicles and apparatus within qualification and certification level as authorized.
7. Participates in and conducts pre-fire water supply planning programs as assigned.
8. Participates in community outreach/public education and other fire prevention programs events organized by the district as assigned.
9. Conducts maintenance on fire district facilities, grounds and equipment as authorized.

This position requires the ability to communicate effectively both verbally and in writing (electronically); understand and follow oral and written instructions; make sound judgments; act appropriately and calmly in emergency situations; establish and maintain effective relationships with other personnel and the general public; prepare complete, accurate reports using English grammar, spelling and mathematics.

Upon successful completion of a district provided Recruit Academy and/or specialized training; and prior to the end of probationary status; the individual shall demonstrate their ability to safely operate tools, equipment and apparatus as assigned. The person in this position shall demonstrate their knowledge and experience of safe driving and operation of District owned squads, tenders, and other apparatus as assigned. In addition, the person shall demonstrate knowledge and understanding of water supply principles and operations, maintenance and care of equipment and overall programs while wearing appropriate PPE including traffic safety vests, eye protection, helmet, gloves, hearing protection, jacket, pants and boots. Ability to appropriately use communication equipment and district computers. Complete and participate in ongoing annual refresher training as required by the District and regulatory authorities.

#### POSITION QUALIFICATION REQUIREMENTS

- Possession of or ability to obtain a valid Oregon Driver's License within 90 days with a driving record consistent with district driving policies.
- Must possess, maintain and authorize a cellular telephone capable of receiving notifications of emergencies, and limited informational communications for immediate assigned service area.
- Must be able to meet or exceed minimum participation guidelines within current volunteer classification.
- Successfully pass a criminal background and personal history investigation.
- NIMS ICS 100, ICS 200, IS 700, and IS 800 within 60 days of acceptance.
- NFPA Hazardous Materials Awareness or previously titled equivalent within 6 months of appointment.
- Obtain and maintain CPR/AED/EMR certifications within 1 year of appointment.
- NFPA Fire Apparatus Driver/Operator and NFPA Mobile Water Supply or previously titled equivalent within 1 year of appointment.

#### EDUCATION AND EXPERIENCE

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

#### OPTIONAL FUNCTIONS

The following are examples of "Optional Functions" which an OSV may undertake after completion of specialized training, physical ability testing and satisfactory completion of Task Performance Requirements specific to each function. Prior to undertaking these "Optional Functions" members shall meet or exceed the "Essential Functions" listed above.

1. Responds to wildfires (ground cover/vegetation fires) within fire district boundaries requiring the direct or indirect application of suppression techniques using appropriate personal protective equipment, fire suppression equipment and hoses designated for wildfires.
2. Responds to emergency scenes and, as a member of a traffic control team, performs temporary traffic control, as assigned, until relieved by a higher authority.
3. Responds to working fires and major emergency incidents to provide firefighter "Rehab" as assigned and following District policy.
4. Responds to technical rescue incidents including, difficult extrications, surface water rescue and low angle rope rescue emergencies providing support assistance to the incident as assigned.

#### OPTIONAL QUALIFICATIONS

- Wildland Firefighter Type 2 (FFT2) and NFPA Wildland Fire Apparatus or previously titled equivalent.
- NFPA Vehicle Rescue Operations and NFPA Machinery Rescue Operations certification or previously titled equivalent.

- Certification as an operator under NFPA Apparatus Equipped with a Fire Pump or equivalent.
- ODOT/District approved Emergency Traffic Control (Flagger) course or equivalent.
- Incident Rehab training provided by District.
- Technical rescue support training provided by District.
- Emergency Medical Technician, EMT-Intermediate, or EMT-Paramedic certifications.

#### 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.

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

The physical demands of this position in emergency situations require a person to frequently lift with proper lifting techniques up to 40 pounds. Physical demands require the ability to exert pressure for pushing and/or pulling, and/or ability to move or lower to the ground up to 200 pounds.

A person is also required to wear personal protective equipment (PPE) including but not limited to approved traffic safety vests, helmets, gloves, safety glasses, hearing protection, jacket, pants, and boots.

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, uneven terrain and is occasionally exposed to wet and/or humid, windy conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration, and extreme temperatures.

The noise level in the environment is usually moderate, except during certain firefighting activities when noise levels may range from 80-100 DBA.