



Job Description  
Job Code: 160A

## **VOLUNTEER FIREFIGHTER**

**DEFINITION:** Under general supervision, responds to emergency calls for assistance from the public and participates in fire suppression, emergency medical treatment, rescue, hazardous material incident mitigation and special operations; and performs related duties as assigned.

**CLASSIFICATION:** This is a non-exempt, volunteer position. This position is not eligible for benefits other than participation in the Cottonwood Fire Department Alternative Firefighter Pension Program.

**ESSENTIAL FUNCTIONS:** Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by incumbents of this classification.

### **TASKS:**

Volunteer firefighters must serve a minimum of 24 hours of "on-duty" shift time per month in accordance with fire department policies and procedures.

Duties during "on duty" shift time may include any or all of the following:

Responds to emergency calls for assistance from the public and participates in fire suppression, emergency medical treatment, rescue, hazardous materials incident mitigation and special operations.

May assist with fire prevention inspections, pre-emergency planning and public education activities.

May assist in Non-Emergency duties as assigned. Non-emergency duties may include vehicle maintenance to ensure all apparatus are in working order for any emergency, preventive maintenance on equipment in accordance with department standards, maintaining the fire station by performing minor repairs and daily cleaning of the station, maintaining cleanliness of apparatus and equipment. Assisting with the scheduled maintenance and testing of fire pumps, hoses, ladders, hand and power tools, and various other related pieces of equipment.

Participates in job related training. Maintains physical fitness to department standards and participates in annual physical fitness assessment.

### **KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:**

Knowledge of, or ability to acquire knowledge of the principles and practices of emergency response operations

Knowledge of or the ability to acquire knowledge of the operation, maintenance and cleaning of fire apparatus and equipment

Knowledge of, or the ability to acquire knowledge of standard operating procedures in the Fire Department

Skill in developing and maintaining effective interpersonal relations

Skill in oral and written communications

## **Volunteer Firefighter – (Continued)**

**PHYSICAL REQUIREMENTS:** Work in this classification includes exposure to major hazards during the suppression and prevention of fires, mitigation of hazardous materials, emergency medical/rescue and disaster response. Must successfully complete job-related physical agility testing. Must pass medical physical by Fire Department physician.

**MINIMUM QUALIFICATIONS:** Requires a high school diploma or G.E.D. Requires valid Arizona State FF II certification (or valid IFSAC FF II certification) and current Arizona EMT certification. Also requires Hazardous Materials First Responder certification (meeting OSHA 1910.120 requirements). Must possess a valid Arizona Driver's license.

**DESIRABLE QUALIFICATIONS:** Current Arizona Paramedic certification. Fire Science degree from accredited college. Fire apparatus operation training and experience. Bilingual in English/Spanish. Computer usage knowledge and skills.