Cloquet Area Fire District

508 Cloquet Avenue ° Cloquet, MN 55720

Phone: (218) 499-4258 ° Fax: (218) 499-4289

**Paid on Call Firefighter/EMS Provider**

**FLSA Classification:** Non-Exempt

**Salary:** As defined on Paid on Call Classification of District Employees & Compensation Schedule/Step Plan

**Reports to:** Paid on Call Captain

**Job Description**

**Summary/Objective**

**Firefighter performs specialized work in the prevention and suppression of fires, rescue and EMS. Work includes combating, extinguishing and preventing fires and assisting in maintaining all Fire District equipment and apparatus.**

**Essential Functions**

*Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.*

* **Abides by the chain of command during any and all functions related to District Operations and functions.**
* **Responds to emergency and non-emergency calls as assigned.**
* **Treats sick and or hurt patients and is a team member of an ALS transport service.**
* **Actively participates in extinguishing fires and performing lifesaving duties.**
* **Participates in fire, EMS and rescue related training. (Monday evenings)**
* **Maintains equipment, facilities and apparatus in a state of readiness.**
* **Upholds community education and risk reduction through prevention and safety efforts.**
* **Performs other related duties as assigned.**

**Competencies**

* **Public Service**
* **Communication**
* **Professionalism**
* **Integrity**
* **Empathy**

**Work Environment**

Ability to work in difficult and dangerous environmental conditions including: toxic and chemical fumes, smoke, heights, extreme heat and cold, darkness, confined spaces, loud noises, violent situations, visually disturbing situations. Ability to perform medical care in dynamic and everchanging environments.

**Physical Demands**

Ability to perform strenuous activities such as lifting, pushing, pulling, etc. which requires cardiovascular strength and endurance as well as good upper and lower body strength for long periods of time. Often includes: running, walking, crouching, kneeling, crawling, climbing, standing and sitting for long periods of time, moving heavy objects, operating equipment and wearing assigned protective clothing and equipment. Regular lifting during emergency situations.

**Travel Required**

Daily travel occurs as a part of standard operations; however, occasional travel related to training or maintenance may be required.

**Required Skills/Abilities**

* Ability to work effectively with others.
* Ability to make quick decisions under pressure.
* Excellent verbal and written communication skills.
* Excellent organizational skills and attention to detail.

**Required Experience, Certifications/Licenses & Education**

* Valid Class D Minnesota Driver’s License
* Successful completion of the POC Cloquet Area Fire District physical agility test
* 18 year of age or older
* Eligible for an EMS license from the State of Minnesota regarding criminal history
* Minnesota Fire Service Certification Board (MFSCB) Firefighter II Certification *(Pro-Board and International Fire Service Accreditation Council (IFSAC) Firefighter II Certifications are also acceptable)* within 18 months of hire.
* EMS license from the State of Minnesota (EMR, EMT, Paramedic) within 18 months of hire.

**Preferred Experience, Certifications/Licenses & Education**

* Minnesota Fire Service Certification Board (MFSCB) Firefighter II Certification *(Pro-Board and International Fire Service Accreditation Council (IFSAC) Firefighter II Certifications are also acceptable)*
* Current State of Minnesota EMS License (EMR, EMT, Paramedic).
* Experience as a firefighter and or first responder.

**Retirement Eligibility Requirements**

Paid on call members are eligible for retirement through the MN PERA system. In order to qualify members must meet the following hour requirements in a calendar year.

* Call/Duty Crew: 30 hours
* Training: 60 hours
* Miscellaneous Hours: 35 hours

**Equal Employment Opportunity**

The District does not discriminate in employment opportunities or practices based on race, color, religion, sex, national origin, age, or any other characteristic protected by law. Any employees with questions or concerns about any type of discrimination in the workplace are encouraged to bring these issues to the attention of their immediate supervisor or the District Fire Chief. Employees can raise concerns and make reports without fear of reprisal. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

**Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

**Signatures**

This job description has been approved by:

District Fire Chief (Printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

District Fire Chief (Signed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

District Board Chair (Printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

District Board Chair (Signed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Employee signature below indicates the employee’s understanding of the requirements, essential functions and duties of the position.

Employee Name (Printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee Name (Signature): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

DATE ISSUED: July 19th, 2023