



## JOB DESCRIPTION

<b>POSITION:</b>	Volunteer Captain	<b>JOB CODE:</b>	N/A
<b>DEPARTMENT:</b>	Fire	<b>FLSA EXEMPT:</b>	Yes
<b>REPORTS TO:</b>	Assistant Fire Chief	<b>CIVIL SERVICE:</b>	No
<b>SUBJECT TO RECALL:</b>	Yes	<b>PAY RANGE:</b>	Vol. Pay Scale

---

### FUNCTION:

Responds to emergencies and performs fire suppression, rescue, hazardous materials operations, damage control and property conservation activities. Provides pre-hospital care to patients when required. Performs with limited supervision through Department Standard Operating Guidelines and established Administrative Regulations. Maintains a state of readiness of facilities and equipment by scheduled inspections, cleaning, testing and maintenance. Promotes health and safety of the department and community through fire prevention activities. Directs and assumes control of the fire department in the absence of the Captain. Performs related work as required.

---

### SUPERVISES:

Lieutenants and Firefighters

---

### EQUIPMENT USED:

Emergency response vehicles, fire apparatus, medical equipment as authorized, fire suppression and rescue equipment and tools as authorized, photographic equipment, computers, office equipment, and communications equipment.

---

### PRINCIPLE DUTIES AND RESPONSIBILITIES:

- Responds to fire and rescue calls and mitigates the incident in compliance with the department SOG's and Administrative Regulations on a scheduled and unscheduled basis.
- Functions as Incident Commander or Sector Officer.
- Safely operates fire department apparatus and equipment.
- Assesses and coordinates resources and personnel to facilitate safety.
- Supervises firefighters, firefighting teams, and rescue teams during emergency and non-emergency operations.
- Shall participate and instruct in the department training program.
- Shall attend extra training and staff meetings.
- Shall ensure that apparatus is inspected and properly stocked.
- Issue verbal and/or written warnings when appropriate per departmental disciplinary procedures.
- Performs annual evaluation of designated subordinates.
- Shall participate in the On-Call Officer Rotation schedule.



- Promotes departmental policies, procedures, objectives, safety, infection control programs.
  - Follows written Standard Operating Guidelines and verbal directives as applicable to the department.
  - Shall complete and assure completion of required forms of the department.
  - Initiates and assists in developing and implementing improvements of the department.
  - Performs scheduled inspections and minor maintenance of equipment and facilities as necessary.
  - Interacts effectively, professionally, and tactfully with the general public and all participating agencies.
  - Conducts educational and public relations activities as needed
  - Other duties assigned by a Captain or other ranking Officer.
- 

#### **ENTRY REQUIREMENTS AND SKILLS:**

- Must have a minimum of 5 years consecutive service with the department.
  - Ability to understand and carry out written and verbal instructions.
  - Ability to establish and maintain an effective working relationship with co-workers and function as a team member.
  - Knowledge of department response.
  - Knowledge of department SOG's and Administrative Regulations.
- 

#### **REQUIRED SPECIAL QUALIFICATIONS:**

- Shall possess, and maintain, a Valid Class D Operators License issued by the State of Ohio.
  - Shall possess, and maintain, minimum vehicle insurance on their personal vehicle as required by the State of Ohio.
  - Shall possess and maintain an Ohio Firefighter II Certification.
  - Shall possess and maintain a Hazardous Materials - Technician Level Certification.
  - Shall possess and maintain a State of Ohio Emergency Medical Technician - Basic Certification/License.
  - Shall possess and maintain a State of Ohio Fire Training Instructor Certification/License within 2 years of appointment.
  - Shall complete Fire Officer I within 2 years of appointment.
  - Shall possess NIMS certification for IS-100, IS-200, IS-700, and IS-800
- 

#### **WORKING CONDITIONS:**

##### **Facility and Work Area:**

- City of Bryan Fire Department Response Area and City of Bryan Fire Station(s).

##### **Physical and Environmental Characteristics:**

- Performing firefighting tasks (e.g. hoseline operations, extensive crawling, lifting carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible



entry), rescue operations, and other emergency response actions under stressful conditions while wearing personal protective ensembles (PPE) and self-contained breathing apparatus (SCBA), including working in extremely hot or cold environments for prolonged time periods.

- Wearing an SCBA, which includes a demand valve-type positive pressure facepiece or HEPA filter mask, which requires the ability to tolerate increased respiratory workloads.
- Exposure to toxic fumes, irritants, particulates, biological (infectious) and non-biological hazards, and/or heated gases, despite the use of PPE including SCBA.
- Climbing 4 or more flights of stairs while wearing fire protective ensemble weighing at least 50 lb or more and carrying equipment/tools weighing an additional 20 to 40 lb.
- Wearing fire protective ensemble that is encapsulating and insulated. Wearing this clothing will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102<sup>0</sup>F.
- Searching, finding, and rescue-dragging or carrying victims ranging from newborns up to adults weighing over 200 lb to safety despite hazardous conditions and low visibility.
- Advancing water-filled hoselines up to 2.5 in. in diameter from fire apparatus to occupancy (approximately 150 ft); can involve negotiating multiple flights of stairs, ladders, and other obstacles.
- Climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards.
- Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.
- Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens.
- Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments (including hot, dark, tightly enclosed spaces), further aggravated by fatigue, flashing lights, sirens, and other distractions.
- Ability to communicate (give and comprehend verbal orders) while wearing PPE and SCBA under conditions of high background noise, poor visibility, and drenching from hoselines and/or fixed protection systems (sprinklers).
- Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.
- In addition to general firefighting duties, firefighters will be required to respond and mitigate Hazardous Materials events, perform Technical Rescues, render first-aid, and support other emergency response departments. These tasks shall require members to wear or utilize specialized PPE that can increase weight, environmental isolation, sensory deprivation, and/or dehydration potential above levels experienced with standard fire suppression PPE.
- Performs any other task assigned by the Fire Chief.