



RIVER DELTA FIRE DISTRICT

FIRE LIEUTENANT / FIRE CAPTAIN

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION:

This volunteer position is classified as a Supervisor and Company Officer responsible for the supervisor of Firefighters and Engineers assigned to a Fire Apparatus and a Shift/Day. Under limited supervision, performs the full array of duties assigned including Incident Command, medical response and care for injured or ill persons; combats fires; protects life and property; operates and maintains firefighting equipment and fire stations; and participates in fire prevention activities.

DISTINGUISHING CHARACTERISTICS:

This is also first-level supervisor and reports to the Captain II or Fire Chief and exercise overall supervision of department activities and personnel in the absence of the Chief Officers.

Candidates who are hired externally are placed in the Lieutenant rank; until the Company Officer Task Book is completed and performance is evaluated (generally a period of 6-12 months). After such a time the Lieutenant has performed successfully in his/her role, the Fire Chief may promote to the member to Fire Captain. Since all staff members, volunteers and employees of River Delta are at-will, this serves as a probationary / trial period for both candidates and the Agency. Like most positions in River Delta, this position is designed to provide experience for those aspiring to promote or gain a career in the Fire Service. Career focus and progression is required.

SUPERVISION RECEIVED/EXERCISED:

General supervision is provided by the Fire Captain II or Fire Chief. Incumbents of this class routinely exercise supervision over Firefighters and Engineers during an assigned shift/day.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

Plans, coordinates and supervises activities of fire Suppression Company during emergency response and administrative activities on an assigned 24-hour shift (day).

Commands single and multiple-company responses to emergency fire, medical aid, traffic accident, hazardous material, rescue or other situations and functions as the incident commander, responsible for situation assessment, tactic and strategy development and implementation, and the deployment of personnel and equipment; makes determinations regarding requests for additional personnel, equipment and resources; personally performs a wide variety of fire suppression and medical treatment tasks in emergency situations.

FIRE LIEUTANT / FIRE CAPTAIN

Plans, schedules, assigns and participates in equipment and station maintenance, company drills and training, company fire inspections and other operational and administrative functions.

Maintains discipline and develops documentation pertaining to employee performance; provides performance feedback and prepares performance reviews for assigned staff; counsels assigned staff on performance, training and personal development needs; inspects records and daily logs; inspects department facilities to ensure proper safety practices; interprets department policies, procedures and safety practices and ensures understanding and compliance.

Participates in the planning, development and implementation of department-wide training programs; oversees the training and development of assigned company personnel to meet the goals and objectives of individuals and the overall goals of the department; oversees the training and development of full-time, volunteers and paid on-call Firefighters; participates in the selection and/or promotion process for Captains, paid on-call and volunteer staff. Other duties as assigned.

WORKING CONDITIONS:

The position may require performing strenuous tasks for extended periods of time, requiring lifting or carrying up to 45 pounds and over, pulling, pushing, reaching above the shoulder, crawling, kneeling, climbing and bending; making rapid transitions from rest to near exertion without warm-up periods; and working inside or outside. Incumbents perform physically demanding work wearing self-contained breathing apparatus and heavy personal protective equipment while performing firefighting tasks in hot, humid atmosphere; the incumbent may perform a variety of tasks on slippery, uneven, or hazardous surfaces, work on ladders and roofs, perform complex task during life-threatening emergencies, relying on senses of sight, hearing, smell and touch to help determine the nature of the emergency, maintain personal safety and make critical decisions in a confused, chaotic, and potentially life-threatening environment throughout the duration of the critical incident or emergency response; the incumbent may work closely with others, deal with people in trauma and risk exposure to blood-borne pathogens.

The position also requires individuals to operate a motor vehicle with lights and siren subjecting the incumbent to high noise, vibration, electrical energy, moving objects, and vehicles. The incumbent may be exposed to the elements outside, dusts, toxic chemicals, fumes, smoke and gases.

KNOWLEDGE / SKILLS / ABILITIES:

(The following are a representative sample of the minimum qualifications to perform essential duties of the position)

Knowledge of:

Principles and practices of effective employee supervision, including selection, training, work evaluation and discipline; administrative practices, including planning budget needs, monitoring expenditures, and purchase and requisition processes; principles, techniques, strategy, materials and equipment used in fire suppression, investigation and prevention, rescues and related emergency responses; methods and practices of providing emergency medical response at the basic life support level; hazardous material and chemical spill response, and applicable state and federal laws, codes, ordinances and regulations; safety

practices and precautions pertaining to the work.

Ability to:

Plan, organize, schedule, assign and review the work of others; analyze emergency response and operations problems, develop sound alternatives, and make effective recommendations and decisions under emergency circumstances; develop and conduct classroom and practical training courses and programs; render emergency medical care at the basic life support level; establish and maintain effective working relationships with those encountered in the course of the work; maintain accurate records and prepare clear and concise reports and other written materials.

Training and Experience:

A typical way of obtaining the knowledge is attendance at a local community college or university with major course work in fire science; and three years of experience as a firefighter; or an equivalent combination of training and experience.

Licenses, Certificates and Special Requirements:

- A valid California driver's license with Firefighter Endorsement (or) Class B-Commercial, with all the proper endorsements.
- Cardiopulmonary Resuscitation certification (CPR).
- EMT-I certification (CA State)
- California State Firefighter I
- Haz-Mat FRO
- Fire Command 1A (preferred)
- S-231, Engine Boss within 12 months
- Any combination of education and experience that would meet the minimum qualifications to perform in this position