



Battalion Chief / Advanced EMT

Job Description

Title: Battalion Chief

Rate: \$ 50,000 - \$62,000

Status: Full Time

GENERAL PURPOSE

The Battalion Chief)serves the community by responding in a leadership role to a wide variety of situations, ranging from emergencies that immediately threaten life or property to routine citizen requests for information or assistance. The Battalion Chief performs within the scope of the policies and procedures of Smithfield Fire & Cache County Ambulance. The Battalion Chief performs supervisory duties in the following general categories: fire suppression, emergency medical aid, rescue or ambulance, hazardous material responses, training, building inspections and public education. The Battalion Chief is expected to function effectively as part of a highly trained team. The Battalion Chief is expected to perform their duties under adverse conditions and physical conditions that may pose a high risk of personal injury or exposure to hazardous conditions or infectious diseases.

The Battalion Chief is required to attend and instruct the education and practicals at the regularly scheduled training in order to maintain the high level of knowledge, skill and ability necessary to function safely and effectively as a fire and EMS team in accordance with state law, county protocols, and standard operating procedures.

The work performance of a Battalion Chief is to continuously evaluate the members of department for general knowledge, skill proficiency, and ability to work as a team. The Battalion Chief supervises remedial training of members who have deficiency that need to be corrected.

SUPERVISION RECEIVED

Receives direction from the Chief.

ESSENTIAL FUNCTIONS

The Battalion Chief drives or rides as a battalion officer in an emergency vehicle in response to fire, rescue and emergency medical events, hazardous materials response/mitigation and routine requests for help or assistance. In the performance of their duties, the Battalion Chief operates as the Incident Command in charge of the placement equipment, oversee the operation of the incident scene using strategic decisions to mitigate the incident. The Battalion Chief participates and supervises fire prevention programs including public education events and fire code enforcement inspections. The Battalion Chief performs as the Battalion Chief when there are responses for pre-hospital emergency medical care and traffic accident scenes and/or medical emergencies. The Battalion Chief participates in and supervises crew training and functions; The Battalion Chief implements the Incident Command System at emergency incidents, directing assigned/reporting personnel, and resources (i.e., functions as the IC). The Battalion Chief ensures each member of the Battalion is

communicated with on a weekly basis of announcements, upcoming event and functions. The Battalion Chief Responsible for disciplining and follow up as per the Disciplining Policy for Battalion members who are in violation of the Policies and Procedures. The Battalion Chief all departments required paperwork is filled out and submitted in a timely manner. The Battalion Chief may manages and supervise the Wildland Fire Program, EMS/FTO program, Fire and Special Operations program, Grant program.

The Battalion Chief /A-EMT performs duties as assigned.

MINIMUM QUALIFICATIONS

Basic Requirements

- High school diploma or high school equivalence (i.e. GED).
- Must have a good driving record and posses and maintain a valid driver's license.
- Must pass a fire department physical examination and physical agility test.
- Must pass background check and drug screen.
- Current Firefighter 1 & 2 ADO, Wildland Firefighter 2, Officer 1 & 2, Inspector 1, Investigator and Instructor 1 & 2 Certifications from the Utah Fire Rescue Academy.
- Current Advanced EMT or Paramedic Certification.
- Current EMT Instructor Certification from BEMS
- NIMS 300 and 400.
- Completed and passed the Cache County EMS Authority Field Training Operations (FTO) program.
- Minimum of two (2) years of active firefighting experience with the Smithfield Fire and Cache County Ambulance; or one (4) years supervisor experience at the rank of Fire Lieutenant.
- Single Resource Engine Boss.
- Completion of the Command Center Training provided by the Utah Fire and Rescue Academy.
- Within two years of appointment, incumbents shall obtain above listed certifications (contingent upon funding and training availability).

Knowledge of:

- Modern fire service principles, procedures, techniques, and equipment.
- Fire protection systems, evacuation considerations, and building construction regulations for fire safety.
- Cache County EMS Authority System.
- IBM or compatible personal computers along with Windows, Word Perfect or Word, presentation software, and spreadsheet and database management software.
- Fire fighting tactics and strategies.
- Emergency care practices and procedures, including EMS incident management practices.
- Emergency management procedures during disasters.
- "First responder" management requirements for hazardous materials incidents.
- Incident Command System (ICS) or NIMS (National Incident Management System).
- Principles of supervision and leadership.
- Departmental, city and county policy and procedures regarding personnel management (employee conduct, complaints, assignments, performance, training, scheduling, etc.).
- Wildland financial, equipment and operations.

Ability to:

- Implement, evaluate, and modify tactical plans during an emergency incident.
- Effectively assign or delegate work to subordinates, including emergency incident assignments and routine station activities.

- Evaluate the results of assigned work and responsibilities, and provide constructive feedback to subordinates.
- Recognize performance problems and training needs in subordinate personnel.
- Function as a positive role model for subordinate personnel; leading by example, maintaining open lines of communication, and providing a work environment which builds upon the individual differences in personnel while focusing on team building.
- Clearly communicate in writing, without errors in grammar, spelling, punctuation, format, etc. This includes all routine written work for the job such as internal memoranda, subordinate evaluations, routine documentation and special reports.
- Verbally communicate with subordinates, peers, management, allied agencies, and the public in all routine aspects of the job.
- Give appropriate fire-ground and emergency scene commands.
- Listen to others attentively and with comprehension.
- Maintain accurate written records and schedules of personnel, resources and station operations.
- Effectively present classroom and skills-based training to firefighters.
- Exercise appropriate judgment in routine supervisory situations and emergency incidents.
- Use common sense and reach logical decisions, including the ability to foresee the consequences of various alternatives.
- Develop effective solutions and propose appropriate recommendations.
- Set priorities, coordinate and schedule tasks in a logical manner so as to maximize staff and material resources, and meet goals and timelines.
- Make proper assignments of personnel and appropriate use of resources.
- Think clearly and remain in control during stressful circumstances and emergency operations.
- Remain open to new ideas, approaches or techniques.
- Self-start, go beyond what is expected and originate action rather than just responding to events.
- Live and work amicably in close and continued contact with others.
- Verbally communicate with other members of a fire crew; follow verbal instructions.
- Analyze simple cause and effect principles with regard to the physical environment (e.g., if this happens, it will lead to ...).
- Maintain physical conditioning necessary to perform efficiently in emergency situations; meet medical and physical agility standards as established.
- Sustain heavy physical labor during periods of intense activity in emergency situations; to work at varying heights above grade.
- To work odd hours, daytime, nights, weekends, holidays; must be willing to work in unfavorable work conditions including climatic snowstorms, heat, cold, rain and wind.
- Work within a paramilitary organization and respond readily to directives.
- Establish and maintain effective working relationships with co-workers, supervisors, and the general public; to work effectively as a team member.
- Frequently lift/carry a variety of fire equipment and occasionally move injured persons (requires upper body strength as needed to drag, move or place heavy objects, such as smoke ejectors, victims, charged hose lines, etc.)
- Prolonged, rigorous physical activity during emergency situations
- Climb and balance on ladders
- Stoop, kneel, crouch and crawl
- Reach for handle tools and equipment
- Feel objects for temperature, shape and other characteristics
- Use fingers to make minute adjustments, tie knots, etc.
- Listen for specific sounds during emergency
- Demonstrate normal vision and color recognition

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical hazard from fire, equipment, traffic, smoke inhalation, and falling objects at emergency scenes, and exposure to health risks may occur. Performance of hazardous tasks under emergency conditions may require strenuous exertion under such handicaps as limited visibility, exposure to hazardous or toxic chemicals and gases, extremes in temperatures, cramped surroundings, and contact with death, emotional stress, contagious diseases, and terminal illness.



Smithfield City Corporation JOB ANNOUNCEMENT

Position: **Battalion Chief**

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This is a full time position. Applications are available at the www.smithfieldcity.org Applications may be mailed or submitted to Jane Price at Smithfield City P.O. Box 96, Smithfield Utah 84335 or emailed to jprice@smithfieldcity.org. Job will be opened until filled.

Starting Range \$ 50,000 - \$62,000 Smithfield City is an Equal Opportunity Employer.