

**EAST FORK FIRE PROTECTION DISTRICT
SUPPORT VOLUNTEER POSITION DESCRIPTION**



Support Volunteer

Updated: 12/2022

POSITION SUMMARY:

The Support position is a non-response position that allows volunteers to provide tangible and valuable assistance to the volunteer units and the District. May participate in fire prevention awareness, training, station and equipment maintenance with appropriate training. Participates in volunteer station projects, fund drives, social events, meetings, and other activities deemed necessary by the assigned VFD, Volunteer Association and or the District.

QUALIFICATIONS:

- Resident of Douglas County
- Must be 18 years or older
- Have either a High School Diploma or General Education Degree (GED)
- Valid Nevada Driver's License

Volunteer personnel under this classification are required to:

- Complete an online application
- Complete an interview with the Volunteer Station Manager and a member from the Volunteer Fire Association
- Complete and pass a national fingerprint-based criminal history record check and Nevada Department of Motor Vehicles records and conviction checks
- Attend and complete New Volunteer Orientation
- Complete the following FEMA courses
 - IS-700. B: An Introduction to the National Incident Management System
 - IS 100.C Introduction to Incident Command System, ICS 100
 - IS-800.D: National Response Framework, An Introduction
- Meet minimum participation requirements
- Complete required on-line District Human Resource trainings
- Complete Basic Support Program Training

ESSENTIAL FUNCTIONS:

Provides support as a non-response volunteer based on qualifications and areas of specialization. These can include:

- Station maintenance, care and housekeeping – assuring that all equipment is in a state of readiness at all times; checks equipment according to schedule and District policies and standards.
- Apparatus care - assuring that all apparatus are in a state of readiness at all times; checks apparatus according to schedule and District policies and standards.
- Community Risk reduction
- Fuels Management program outreach
- Fire Hydrant testing and painting
- Operate non-emergency vehicles
- May provide basic first aid and hands-only CPR on medical emergencies encountered during the course of support activities

PHYSICAL DEMANDS AND ENVIRONMENT:

This position may require standing for extended periods of time, stooping, kneeling, lifting up to 25 pounds, carrying up to 25 pounds and climbing ladders. Vision to read printed materials and a computer screen, and hearing and speech to communicate in person or over the telephone; hear fire alarms, speakers, horns and bells.

Duties may be subject to performance under adverse environmental conditions and exposure to solvents, chemicals and hazardous substances.

I have read and understand the contents of the position description and I have received a copy of this position description for my records.

Printed Name: _____

Signature: _____

Date: _____