



MORGAN'S POINT RESORT FIRE DEPARTMENT

VOLUNTEER FIREFIGHTER

POSITION REQUISITES AND JPR SUMMARY

POSITION SUMMARY

Under the supervision of a Fire Captain or Acting Fire Captain, responds to fire alarms, emergency medical calls, traffic accidents, rescue and other emergency calls to protect life and property; participates in training, drills and independent studies; participates in fire prevention inspections and public education activities; participates in the maintenance of Morgan's Point Resort Fire Department equipment and facilities; and performs related work as assigned.

DISTINGUISHING CHARACTERISTICS

This is the entry-level class in the fire suppression series, fully qualified for task-level assignments on the fireground, in addition to performing all other emergency response duties. Incumbents are expected to possess the requisite knowledge, psychomotor skills and physical ability to safely perform the duties assigned them.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the class. Responds to fire alarms and extinguishes fire; responds to calls for emergency medical services, and renders first aid; performs salvage operations such as throwing salvage covers, sweeping water and removing debris; responds to and renders assistance in emergency cases; cleans and inspects equipment and apparatus after returning from a fire; inspects equipment and apparatus and notifies superior officer of any defects; makes minor repairs to equipment and apparatus, performs routine preventative maintenance tasks, and keeps records of such action; keeps fire station, equipment and grounds in a clean and orderly condition; participates in training activities and instruction sessions; acquires and retains a thorough knowledge of the City of Morgan's Point Resort, including streets, buildings, water supply, unusual hazards and related items; performs various public information or education tasks; enters fire and emergency medical service calls into the records management system; performs all work duties and activities in accordance with City of Morgan's Point Resort policies and procedures; works in a safe manner and reports unsafe activity and conditions. Follows City-wide safety policy and practices and adheres to responsibilities concerning safety prevention, reporting and monitoring.

OTHER DUTIES

Participates in various support assignments, including but not limited to the maintenance of inventory records, scheduled inspections of department equipment, hydrant inspections and maintenance and fire flow testing; ordering and inventorying of safety equipment, assists in the preparation and maintenance of department maps and pre-fire plans.

May be called upon to perform the duties of a Fire Specialist, as a Relief Driver. Assists and participates in the preparation of reports and recommendations regarding new firefighting and emergency medical techniques, equipment and apparatus.

DESIRED MINIMUM QUALIFICATIONS

Knowledge of:

The use and maintenance of fire apparatus and equipment; geography of the City of Morgan's Point Resort and the department's response area; location of water main and fire hydrants in the city; departmental Policy and Standard Operating Guidelines; methods and techniques of fire suppression and prevention; methods, techniques and practices for hazardous materials mitigation; principles of mathematics, physics, chemistry and mechanics as they apply to fire science; federal, state and local codes, rules and regulations as they pertain to fire safety; basic principles of emergency medical care at the basic life support level; proper lifting, carrying and climbing techniques.

Ability to:

Skillfully and safely operate all of the fire suppression equipment employed by the City's Fire Department; read and understand technical materials related to fire science; understand and follow oral and written instructions; establish and maintain effective relationships with those encountered in the course of the work; remain calm, make sound decisions and respond appropriately in emergency situations; maintain records and prepare clear and concise reports; maintain physical endurance and agility; perform mathematical calculations.

REQUISITE EDUCATION AND EXPERIENCE

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school, or G.E.D. equivalent, supplemented by a minimum one or more of the following: possession of Texas State Firefighter's and Fire Marshal's Association Firefighter Phase I and II certifications or TCFP Basic Structural Firefighter certification.

Consideration shall be paid to applicants who:

1. Have (1) or more years of service with a recognized volunteer fire department, are in good standing, or separated from the department in good standing, and can produce documents that validate training and in-house credentialing equivalency as a Structural Firefighter

2. Possess equivalent out-of-state or foreign certification that can be verified and validated by the Fire Chief.
3. Performed the essential duties of a Structural Firefighter as a member of The United States Armed Forces.

Licenses; Certificates; Special Requirements:

1. A valid State of Texas Class C (or higher) Driver's License
2. Structural Firefighter Equivalency- *active certification or as determined by the Fire Chief*
3. AHA CPR for Healthcare Providers certification- *within (60) days*
4. Credentialed to practice at Emergency Medical Responder (or higher) by the Bell County Office of the Medical Director- *within (90) days*
5. FEMA ICS 100, 200, 700 and 800- *within (180) days*

PHYSICAL AND MENTAL DEMANDS

The physical demands described here are representative of those that must be met by a Volunteer Firefighter to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

While performing the duties of this class, the Volunteer Firefighter is frequently required to use hands to manipulate and operate objects, tools or controls; and reach with hands and arms; climb or balance, stoop, kneel, crouch or crawl, walk, sit and talk or hear. The Volunteer Firefighter must regularly lift and or move equipment and/or persons weighing up to 150 pounds. Specific vision abilities required by this class include close vision, color vision and the ability to adjust focus.

Mental Demands:

While performing the duties of this class, Volunteer Firefighters are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; learn and apply new information or skills; and interact with City staff, other organizations and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those a Volunteer Firefighter encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The Volunteer Firefighter frequently works in outside weather conditions and is exposed to extremely hazardous conditions and materials.

RESIDENCY AND TIME REQUIREMENT

Affiliation as a Volunteer Firefighter is a noble, respected and time-honored tradition of the fire service. The Morgan's Point Resort Fire Department offers unsurpassed training, providing avenues for advancement of skills and professional development within the department and a foundation for those seeking a career with a paid fire department. The department adheres to the following standards to ensure an equitable relationship with volunteer members:

Residency Requirement

Volunteer Firefighters must reside within 10 miles of The Morgan's Point Resort Public Safety Center to allow for a reasonable response time to emergency calls. Alternatively, Volunteer Firefighters may live up to 45 miles from the Morgan's Point Resort Public Safety Center, provided that they attend training sessions, mandatory continuing education classes and meet additional time requirements that assure an Active Member Status with the department as described below.

Time Requirement

Training- Volunteer Firefighters shall attend 70% of scheduled Tuesday night sessions (held the 1st thru 3rd Tuesday of each month) and 75% of quarterly Multi-Company Drills (typically held on a Saturday). Company Schools are held on the 2nd and 4th Saturday of each month. Attendance to these sessions is voluntary, but highly encouraged as many hands-on skills and tactical evolutions occur at these schools that cannot otherwise be replicated. Volunteer Firefighters who are recognized by the Texas Department of State Health Services at the level of EMR or higher are required to attend 75% of mandatory quarterly CE, as stipulated by the Medical Director (typically held on a Saturday).

Emergency Response- Volunteer Firefighters who reside within 10 miles of the station must strive to answer 25% of all calls to maintain an Active Status and are expected to respond any time a call is received while at the station. Volunteer Firefighters who reside between 10 and 45 miles of the station must fulfill an 8-hour workday at the station each week, with a 75% attendance, at a time agreed upon with the Fire Chief. All Volunteer Firefighters are subject to emergency call-back, regardless of residency. Emergency call-back applies, but is not limited to: multiple-alarm fires, prolonged operations of any nature, prospects of a severe weather event or as directed by the Fire Chief or their designee.

CRIMINAL HISTORY

This position is security sensitive. A thorough background investigation will be conducted on all candidates. A criminal conviction does not automatically disqualify a candidate. The circumstances surrounding, and time elapsed since a conviction will be considered in relationship to the comprehensive background on a case-by-case basis. The Fire Chief shall make the final determination of eligibility utilizing the following criteria:

Criminal Arrests and Convictions	Disqualification Period
Felony Conviction (If a felony at time of conviction or a felony in another state regardless of the Texas equivalent)	PERMANENT
Misdemeanor Class A Conviction	10 years from conviction date
Misdemeanor Class B Conviction	5 years from conviction date
Misdemeanor Class C- Conviction (excluding traffic)	2 years from conviction date
DWI, DUI or BUI charge with conviction on a reduced level offense (ex: reckless driving or blocking roadway)	5 years from conviction date
History of family violence reports (suspect in three or more incidents with no convictions)	PERMANENT
Two or more Misdemeanor Class B (or greater level) arrests	5 years from date of last arrest
Two or more Misdemeanor Class C level arrests	2 years from date of last arrest

A person is considered to be convicted of an offense when an ADJUDICATION OF GUILT is entered against said person by a court of competent jurisdiction, or a PLEA OF GUILTY is entered.



MORGAN'S POINT RESORT FIRE DEPARTMENT

CANDIDATE FUNCTIONAL ASSESSMENT

PURPOSE

To ensure that candidates seeking a position as a Volunteer Firefighter/Fire Cadet possess the minimum physical qualifications to safely carry out essential fireground tasks without endangering their own health, compromising the safety of their crew or personal ability to perform in a safe and effective manner.

PREPARATION

Candidates should contact their personal Physician to ensure they are healthy enough to participate in this assessment. We recommend consuming one quart of water 90 minutes to two hours prior to your assessment. Warm-up exercises and stretching is encouraged.

ATTIRE

Candidates shall wear:

1. Long pants made from natural or durable synthetic fibers
2. T-shirt, sweatshirt or other athletic apparel appropriate to ambient conditions
3. Close-toed, non-slip athletic shoes
4. Work gloves- supplied by MPR Fire
5. Fire helmet- supplied by MPR Fire
6. 40-pound weighted vest- supplied by MPR Fire

ASSESSMENT

A selection of ten (10) functional skill evaluation stations will be set up as follows:

- 1. Establish a Hydrant Supply- The candidate shall:**
 - a. Exit the apparatus and obtain the hydrant bag
 - b. Obtain the terminal section of 5" supply line from the hose bed
 - c. Stretch the 5" supply line 35' to a hydrant
 - d. Remove the 5" steamer cap and attach requisite adapters
 - e. Connect the 5" supply line

- 2. Retrieve a Bundle- The Candidate shall:**
 - a. Retrieve a standard Bundle from the roll-up compartment on the Officer's Side of the apparatus

- b. Shoulder the Bundle
- c. Carry the Bundle a distance of 100' and set it on the ground

3. Deliver PPV Fan & Irons- The Candidate Shall:

- a. Pick-up a bound set of irons
- b. Grasp the handle of a wheeled, gasoline powered PPV fan
- c. Proceed 50' to the Braskey Door Prop
- d. Place equipment on the ground

4. Force Inward-Swinging Door- The Candidate Shall:

- a. Retrieve the requisite tools from Step 3 (Flathead Axe and Halligan)
- b. Force the door open
- c. The door will not be pinned, the "force" will be a simulated entry.
- d. Control the door
- e. Go down to a crawling position
- f. Re-open the door
- g. Crawl completely through and past the threshold

5. Advance a Charged Hose- The Candidate Shall:

- a. Retrieve a nozzle in the closed position attached to a 100' length of 1.75" charged hose from the front bumper of the apparatus
- b. Advance the line 100' forward
- c. Set the nozzle down without dropping it

6. Stretch and Couple a Supply Hose- The Candidate Shall:

- a. Obtain the male coupling from a 50' section of 2.5" hose from ground level
- b. Advance the section of hose from a Z-Fold arrangement to and awaiting 50' section of 2.5" hose, 50 feet from the starting position
- c. Kneel and completely connect the (2) sections of hose
- d. Walk to the opposite end of the connected hose
- e. Kneel and retract the entire 100-foot section, using a hand-over-hand technique

7. Raise a 24' Ladder- The Candidate Shall:

- a. Approach the tip of a 24' ladder
- b. Verbally state "Checking for overhead obstructions"
- c. Physically check for overhead obstructions
- d. Bend at the hips and grasp the top rung of the ladder

- e. Raise the ladder against the building, using a hand-over-hand technique, ensuring that each rung is utilized in the raise
 - i. Return the ladder to the ground using the same techniques and steps in reverse order

8. Victim Drag- The Candidate Shall:

- a. Bend at the hips and grasp the webbing affixed to a 70-pound, soft object
- b. Lift object using webbing to a comfortable position, using the candidate legs, NOT their back, to affect the lift
- c. Drag the object a total of 75 feet backwards, crossing a defined line on the ground.
- d. Use their legs to lower the object to the ground

9. Keiser Sled- The Candidate Shall:

- a. Place one foot on either side of the striking target
- b. Using a plasticized, 8-pound sledgehammer, strike the target until it passes the designated mark
- c. Return the sledgehammer to its original position without dropping or throwing it

10. Ceiling Breach- The Candidate Shall:

- a. Obtain a 6' pike pole
- b. Use the hook to simulate 20 downward thrusts from a theoretical ceiling

PASS/FAIL CRITERIA

There is no time limit for this assessment. Candidates will be timed and subsequently ranked in accordingly. Candidates must successfully complete all ten (10) assessment stations. A timekeeper and proctor will walk the course with the candidate, providing direction and tips as needed. The proctor retains the right to conclude the assessment prior to completion due to unsafe actions, notable physical exhaustion/duress or weather.

A complete set of vital signs will be obtained and recorded prior to, immediately following and five minutes after the conclusion of the assessment. Candidates who become weak, dizzy, develop chest pain, shortness of breath or any other medical condition are instructed to immediately notify the proctor. EMS will be called to perform a detailed evaluation.

Employment History (Continued)

Employer	Telephone #	Dates Employed	to
Street Address	City	State	Title
Immediate Supervisor	Salary		
Description of Work			
Reason for Leaving			

May we contact the Employers listed above? _____ If not, indicate which ones you do not wish us to contact _____

Personal References (not former employers or relatives)

Name and Occupation	Address	Phone #	How long known

Education

SCHOOL	Name and Address	Dates of Attendance	Degree	Area of Specialization
High School				
College				
Other				

Skills and Qualifications

List all licenses you hold: (Drivers, electrician, etc)

Type	License #	State	Expiration Date

Are there any other experiences, skills, or qualifications which you feel would especially fit you for work with our organization? _____

Applicant Statement

- * I understand that false statements on this application shall be considered sufficient cause to eliminate me from further consideration for employment or for dismissal.
- * If I am hired I understand that I am free to resign at any time, with or without cause, and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary, and that no implied oral or written agreements contrary to the foregoing express language are valid.
- * I understand that if I am hired I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an Employment Verification Form in this regard.
- * I understand that employment is contingent upon passing a drug screening and Criminal History background check.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT

I certify that the facts set forth in this Employment Application are true, complete, accurate and correct, and there are no omissions. You are hereby authorized to make any investigations to verify the accuracy of this information. I have read, fully understand, and accept all terms of the forgoing Applicant Statement.

Signature of Applicant

Date

City Of Morgan's Point Resort
CONSENT FOR CRIMINAL BACKGROUND HISTORY CHECK
AUTHORIZATION FORM

Each applicant must sign an authorization form, giving approval for the City of Morgan's Point Resort to perform a criminal background search.

I hereby give my permission for the City of Morgan's Point Resort to obtain information relating to my criminal history record. The criminal history record, as received from the reporting agencies, may include arrest and conviction data, as well as, plea bargains, and deferred adjudications. Information obtained may also include any charges pending or not disposed of. I understand that this information will be used in part, to determine my eligibility for an employment position with this organization.

I do, for myself, my heirs, executors and administrators, hereby remise, release and forever discharge and agree to indemnify the City of Morgan's Point Resort, its officers, directors, employees and agents, and hold them harmless from and against any and all courses of actions, suits, liabilities, costs, debts and sums of money, claims and demands whatsoever including claims for negligence, gross negligence, and/or strict liability of the City of Morgan's Point Resort and any and all related attorneys' fees, court costs, and other expenses resulting from the investigation of my background in connection with my application to become an employee.

It is my understanding that the City of Morgan's Point Resort will rely on information provided by the Texas Department of Public Safety, Bell County, City of Morgan's Point Resort, and from the city that I currently, or have previously resided in. I understand that the City of Morgan's Point Resort will not release my record to me, nor discuss anything contained thereon with me, and that if I have questions regarding the information contained therein, I must contact the reporting agencies in order to clarify such information.

I understand that this form in no way constitutes legal advice, and that if I require any legal advice, it shall be obtained privately and at my own expense.

Printed Name _____
Other Names Used _____
Date of Birth _____
Cities residing in the past 5 years _____
DL # _____ State _____

Applicant's Signature Date

Witnessed by (City Employee) Date