



# TOWN OF FREEPORT

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<b>POSITION:</b>	Per Diem Firefighter/EMS	<b>FT/PT Status:</b>	Part-Time (At-Will)
<b>DEPARTMENT:</b>	Fire/Rescue		
<b>SUPERVISOR(S):</b>	Captain(s) or Fire/Rescue Deputy Chief, Fire/Rescue Chief	<b>FLSA Status:</b>	Non-Exempt

## **POSITION SUMMARY**

This position involves skilled firefighting and emergency medical services work in responding to fire alarms, medical emergencies, and other emergency situations. The Per Diem Firefighter/EMS operates and maintains Fire/Rescue Department equipment, participates in training, and performs fire prevention and public education duties.

The Town of Freeport values high levels of teamwork and cooperation by and between all departments, equity, constructive and collaborative problem solving, integrity, confidentiality, and an ethic of public service. The Per Diem Firefighter/Paramedic will foster and support those values.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Respond to emergency medical, fire, and rescue calls as appropriate for EMS license level and fire certification.
- Provide patient assessment, treatment, and transport per Maine EMS protocols.
- Exercise sound judgment in matters of patient and responder safety.
- Participate in station duties, equipment and apparatus maintenance, and cleaning.
- Attend training and meetings, ensuring compliance with all department requirements.
- Complete reports and documentation as required.
- Operate ambulances and fire apparatus safely under both routine and emergency conditions.
- Conduct fire suppression activities, including incident command, suppression, ventilation, forcible entry, search & rescue, overhaul, and rehabilitation efforts.
- Maintain up-to-date knowledge of local streets, principal buildings, and geographic features.
- Performs other duties necessary for departmental and Town operations.

## **COMPETENCIES**

- Strong decision-making and problem-solving skills.
- Ability to work under stressful and hazardous conditions.
- Strong verbal and written communication skills.
- Ability to work effectively as part of a team.
- Ability to follow department training requirements and professional development standards.
- Maintain physical fitness and operational readiness.

### **GENERAL EXPECTATIONS**

- Be committed to the Town's mission, vision, and values.
- Follow the personnel policies as outlined in the Personnel Code.
- Conduct self with the highest standards for ethical and professional behavior.
- Maintain confidentiality and protect the Town by keeping information concerning employees, citizens, and Town operations confidential.
- Communicate with and treat each person in an honest, respectful, and understanding manner.
- Comply with all safety requirements, follow established policies and procedures, and report all workplace injuries, incidents, or concerns immediately.
- Be neat, clean, and appropriate in your personal appearance and hygiene.
- Contribute to a positive, team-oriented work environment.
- Engage in active listening, and demonstrate openness to the opinions, background, and experiences of others.
- Be punctual for scheduled work or meetings and use time appropriately.
- Take responsibility and ownership for decisions, actions, and results.

### **KNOWLEDGE REQUIREMENTS**

- High school diploma or equivalent.
- Firefighter I & II certification or equivalent.
- Valid Maine EMS License.
- Valid Maine driver's license with a clean record.
- Knowledge of fire suppression techniques, rescue operations, and EMS procedures.
- Understanding of local, state, and national fire and EMS protocols.
- Ability to safely operate fire and EMS equipment.
- The ability to acquire thorough knowledge of the geography of the town and surrounding area within two months of hire.

### **PHYSICAL REQUIREMENTS**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee must maintain physical fitness for tasks such as running, walking, crawling, climbing, stooping, and heavy lifting while wearing protective equipment, often in inclement weather. Duties include carrying injured individuals from various locations, climbing ladders, working at heights, entering dwellings through windows, and enduring physically demanding, dangerous situations with potential exposure to hazardous materials. The employee must lift, carry, and balance up to 125 pounds (250 pounds with assistance) and tolerate extreme temperature fluctuations in frigid or hot, humid conditions while wearing gear that may hinder body cooling. Additional requirements include sitting, talking, hearing, handling tools, and reaching, along with close vision, distance vision, color vision, peripheral vision, depth perception, and focus adjustment.

**WORK ENVIRONMENT**

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

While performing the duties of this class, the employee is in an emergency firefighting environment; medical emergency situations, including vehicle accidents, water rescues, and other types of medical and rescue emergencies; work in intense life-threatening conditions; exposure to fire, smoke, bodily fluids, water, heights, and noise. The noise level in the work environment is generally moderate to loud. The employee will be physically active for long periods without getting tired or out of breath; perform work on multiple concurrent tasks; with constant interruptions; and interact with officials and the public.

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**The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.**

*All requirements and skills are considered to be essential, unless otherwise indicated.*

All individuals, including those who are or become disabled as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either with or without a reasonable accommodation to be determined by management on a case-by-case basis.

The job description does not constitute an employee agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.