

TOWN OF SOMERS

Position Description

Title: Career Deputy Chief
Department: Public Safety/Fire
Reports To: Operationally-First
Selectman; Technically-Fire Chief

Supervises: paid full- & part-time
Firefighter/EMT staff
FLSA Status: Full-time, exempt
Bargaining Unit: N/A

Position Summary: Supervises the day-to-day operation of the Somers Fire Department and the career Firefighter/EMT staff. Oversees the maintenance of all fire equipment, and maintains the Fire Department and its paid staff in a state of readiness to meet any emergency within the Town of Somers in accordance with Somers Fire Department Standard Operating Procedures. When staffing is limited, performs firefighting, emergency medical services, and equipment operation in responding to fire calls, accidents, or community disasters; performs skilled repair and preventive maintenance work in maintaining fire apparatus, equipment, alarm systems and buildings. Participates as an active member of the Town of Somers Office of Emergency Management.

Major Job Duties:

Management/Service: Serves as front-line manager for all paid Firefighter/EMT staff including interviewing, hiring recommendations, scheduling, performance evaluation and management. Serves as a Firefighter/EMT alongside paid staff as necessary. Develops and implements training plans; maintains records of training and physical requirements that pertain to the employment of paid full- and part-time personnel. Oversees maintenance of all firefighting equipment including, protective gear, breathing apparatus, hand and power tools, fire engines and ambulances. Oversees basic maintenance of fire department facilities; obtains/recommends service within established authority levels. Ensures that paid staff, at both incident scenes and non-emergency situations, follows all standard operating procedures. Serves as incident commander when present as senior officer. Serves as Safety Officer for career staff operation. Oversees open burning program.

Teamwork/Volunteer relations: Establishes and maintains a close working relationship between the paid SFD personnel, Fire Chief, other line officers and the volunteer members of the SFD. Strives to recognize the differences between paid and volunteer staff and to handle each non-emergency situation based on its own merits.

Administration: Maintains activity logs. Prepares work schedules. Prepares and submits necessary personnel forms to town human resources department. Provides statistical and narrative reports to First Selectman, Fire Chief, and Fire Commission. Reports work accomplished to Fire Chief and First Selectman. Prepares recommendations for new equipment purchases, including equipment specifications and cost estimates. Evaluates need for major mechanical work, and recommends referral to private garages as necessary. Maintains inventory of supplies and materials. When requested by the Fire Chief, prepares purchase orders for replacement parts, materials and supplies as needed.

Qualifications:

- Five years proven service with the rank of Captain or higher with recognized fire department.
- Connecticut or National Certification as Fire Officer 2.

Approved by:

Approved by:

Last Revision Date: 11/08

1st Selectman/on file

HR/on file

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- Connecticut or National certification as Fire Service Instructor I.
- Connecticut or National certification as Fire Department Safety Officer.
- Connecticut or National certification as Public Fire and Life Safety Educator I.
- Haz-mat Technician (EPA) Certification.
- Advanced training in special operations including but not limited to confined space rescue, low and high angle rescue, trench rescue, ice rescue and Self Contained Underwater Breathing Apparatus (SCUBA).
- State of Connecticut Emergency Medical Technician Certification (must maintain certification while employed).
- State of Connecticut Candidate Physical Agility Test (CPAT) Certificate.
- Ability to prepare narrative and statistical reports of moderate complexity.
- Connecticut valid class II Q or CDL-B license motor vehicle operator's license (must maintain while employed).

Physical Requirements:

This position combines field, maintenance and firehouse activities, with more than 50% of the job performed in the form of fire and ambulance calls. The incumbent must be able to:

- Pass physical fitness examination including satisfactory heart, pulmonary, hypertension and spirometry examination, as well as other fitness and agility requirements in accordance with NFPA 1582.
- Regularly wear and carry firefighter protective equipment in excess of 50 lbs. on his/her back.
- Climb ladders in the delivery of firefighting services.
- Tolerate occasional exposure to hazardous situations including heat, smoke and flames while wearing firefighter protective clothing and equipment for periods in excess of one hour.
- Tolerate exposure to recently extinguished fire scenes where there may be smoke and smoldering building remains.
- Stand, lift, bend and walk to perform firefighting, emergency medical services, and equipment/building maintenance.
- Ability to work safely in environments that may contain blood and or air borne pathogens.
- Ability to work in and or tolerate physically and or mentally challenging emergency scene environments.
- Intermittently sit and work using a computer and telephone, or listen to information for periods in excess of one hour
- Lift 50-100 pounds independently, and in excess of 100 pounds with assistance from another firefighter/EMT.
- Operate and drive a fire apparatus or an ambulance during the conduct of duties.

This information is designed to give the general nature and level of work to be performed by employees assigned to this job title and must not be construed to be a complete inventory of the position's duties, responsibilities and qualifications. Employment in the State of Connecticut is, by statute, at will, and nothing in this job description should be construed as an employment contract.

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