

**Spokane County Fire District #3
Announcement for Career Captain Position**

An employee in this position is directly responsible to the Battalion Chief and will be in charge of a specific shift at a station(s). This position will assist with leadership and guidance of personnel at an assigned station(s) and act as a liaison between firefighters and department staff. This position may be in command of operational decisions at emergency situations during their operational period.

The hiring process will include the following:

- a. Screening of applications: Minimum requirements stated in the job description must be met within a reasonable amount of time from hire date.
- b. Oral Interviews – Week of 7/18
- c. Top Candidates may perform a Physical Agility Test – Week of 7/18
- d. Chief Interviews – Week of 7/25

Spokane County Fire District #3 is located southwest of the City of Spokane and encompasses 570 square miles. It is a combination fire department employing 26 full time staff and approximately 130 part paid firefighters. The district has a total of 11 stations and 50+ pieces of apparatus.

Spokane County Fire District #3 is offering a salary range of \$70,488 - \$83,856 per year plus an excellent benefit package.

Successful candidate must abide by the Governor's COVID-19 Vaccine Mandate.

Please submit a Letter of Interest and Resume with professional references to Debbie Arnold between the hours of 8:00 A.M. and 4:00 P.M. Monday through Friday at Spokane County Fire District #3, 10 S. Presley Dr, Cheney, WA. 99004 or call 509-235-6645. She can be reached by email at darnold@scfd3.org.

Position closes July 18th, 2022 at noon



**SPOKANE COUNTY FIRE PROTECTION DISTRICT #3
POSITION DESCRIPTION**

POSITION: CAPTAIN - CAREER

FLSA: NON-EXEMPT

REPORTS TO: BATTALION CHIEF/RESPONSE CHIEF

ADOPTED: 4/10/2019

We strive to hire the most qualified individuals who possess and demonstrate the following team competencies: Trustworthiness, Integrity, Honesty, Loyalty, Respectfulness, Leadership, Teamwork, Followership, Reliability and Commitment.

1.0 POSITION PURPOSE:

An employee in this position is directly responsible to the Battalion Chief and will be in charge of a specific shift at a station(s). This position will assist with leadership and guidance of personnel at an assigned station(s) and act as a liaison between firefighters and department staff. This position may be in command of operational decisions at emergency situations during their operational period.

2.0 TYPICAL DUTIES:

- 2.1** Responsible for maintaining good morale and positive relationships.
- 2.2** Respond to appropriate incidents in their area with fire apparatus and assume command as applicable.
- 2.3** Perform, assign and supervise work.
- 2.4** Refer all official matters to the appropriate staff member.
- 2.5** Keep appropriate records from their station and forward them to appropriate Chief.
- 2.6** Inspect the fire station; observing apparatus, records, equipment and general condition of the station while reporting any deficiencies.
- 2.7** Attend training sessions, schools, and seminars as required to increase skills for required duties.
- 2.8** Acquire a thorough knowledge of the physical conditions throughout the District and first alarm areas. Such knowledge shall include: structural conditions of buildings, hazards, location and function of firefighting systems and water supplies available for fire suppression.

2.9 Carry a pager and other applicable device while on duty for notification purposes.

2.10 Attend meetings and trainings as necessary

2.11 Acquire a thorough knowledge of the duties of this position.

2.12 If a witness or observer of an emergency incident involving fire, rescue and/or medical aid, within the boundaries of Spokane County Fire District #3, or within the limits of any jurisdiction with which our agency has a mutual aid contract, shall be obligated to stop and render appropriate assistance to the best of their ability.

3.0 REQUIREMENTS:

- a. Be a strong leader and team player who will contribute to and help further build and develop a strong organizational team.
- b. Must possess knowledge and skills of the principles of fire science including fire suppression systems within commercial building.
- c. Must be capable of working cooperatively with all employees, the public, and other agencies that may interface with the District.
- d. Must understand how the equipment and facilities in District #3 operates and be able to make them function.
- e. Implement Training Program as assigned

4.0 MINIMUM QUALIFICATIONS:

- a. Possess a valid Washington State Driver's License
- b. Hazmat awareness
- c. Emergency Medical Responder
- d. NFPA Structural Firefighter or 3 years of structural fire experience
- e. Must be at least 21 years old at time of application and be at least a High School graduate or equivalent
- f. NWCG FFII
- g. The Fire Chief may consider equivalent experiences in determining compliance with these Minimum Qualifications.

5.0 DESIRABLE QUALIFICATIONS:

- a. Non-smoker
- b. Reside within 5 minutes of in the Fire District boundary.
- c. Ropes I, II & III
- d. Ice Rescue
- e. Confined Space
- f. Prior Experience with a volunteer or combination department
- g. Higher Education degree

- h. NFPA Instructor I certified or have 2 years of instructional responsibility/experience
- i. Emergency Medical Technician
- j. Safety Officer
- k. NWCG Single Resource Boss or Higher
- l. HazMat Operations Experience

6.0 JOB REQUIREMENTS:

- a. Attendance at district functions as required.
- b. Must receive satisfactory annual job performance evaluations.
- c. Must pass an annual medical physical exam.
- d. Work hours will be on a rotating shift basis as determined by the discretion of the Fire Chief.
- e. Satisfactorily complete one-year probation period

7.0 PHYSICAL REQUIREMENTS:

- a. Lifting and operating fire & EMS equipment while performing under extreme stress and in hazardous conditions.
- b. Walking over rough terrain while sizing up emergency situations.
- c. Lifting and carrying patients on backboards and/or gurneys.
- d. Work in hazardous atmospheres while wearing self-contained breathing apparatus without the ability to visually see.
- e. Work in confined spaces without becoming disoriented or suffering claustrophobia.
- f. Climb and operate equipment from ladders without suffering a fear of heights.
- g. Maintain composure during high stress emergency conditions.
- h. Must pass annual Fit for Duty Test on air.



Expectations

Customer service

Customer service is our business. Team members will uphold high standards for conducting business with both internal and external customers. Team members are expected to treat everyone as a valued customer along with doing everything within reason to see that you follow-up and follow-through to meet customer expectations.

Trust

Trustworthiness is one of the most important ethical values and brings together such qualities as honesty, integrity, reliability, loyalty, transparency and being forth coming. Trust is easily lost and hard to gain or regain.

Leadership

As leaders, Team members will inspire others through their actions and words, both oral and written. Not only will we constantly seek to challenge ourselves and develop as leaders, we will include, engage, support, and mobilize others to do the same. As leaders, we must be innovative to create a successful vision for the future.

Behavior

We will operate as a team. We shall accept ownership for our actions and decisions. We will treat each other with respect and dignity, care for those we serve and be sensitive to the needs of others.

Team Members will be expected to maintain confidentiality with each other.

We need to capitalize on our diversity by utilizing individual strengths. We need to identify our weaknesses and develop plans to address them.

We will eliminate triangulation. When possible, take concerns directly to the person with whom you have an issue before involving others.

Work product

Team Members will honestly and effectively manage the entrusted resources provided by our community.

The nature of our profession requires you to be flexible, reliable and punctual.



TEAM VALUES

- Team members are Trustworthy
- Team members have Integrity
- Team members are Honest, Loyal and Respectful to each other
- Team members are focused on Leadership, Teamwork and Followership
- Team members are Reliable and Committed to the cause
- Team Members are Forthcoming and Transparent