

**COUNTY OF ORANGE
MUNICIPAL/SCHOOL
JOB CLASSIFICATION SPECIFICATION**

CLASS TITLE: Trainer (Fire)

TITLE #: 1999

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for developing and implementing an in-house training program for a fire department or district. Incumbents will be required to stay up to date on all changes in laws or certification requirements. Work is performed under the general supervision of the Board of Commissioners or Fire Chief. Does related work as required.

TYPICAL WORK ACTIVITIES:

Designs and implements a in house firefighter training program and manual;

Maintains training records and prepares reports on a quarterly basis for the Fire Chief and Board of Fire Commissioners;

Prepares and presents drill and training schedules;

Prepares assessment reports on firefighters being trained;

Prepares and presents mandated Haz-Mat material awareness training;

Trains all firefighters in OSHA Mandated training;

Prepares and submits an annual training budget to the Board of Fire Commissioners or Fire Chief;

Procures material for and maintains training library;

Schedules CPR certification or recertification for staff;

Stays up to date with any changes in laws or certification requirements and modified training plan accordingly;

May maintain records for fire districts' mandated courses pertaining to LO-SAP (Length of Service Awards Program).

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Comprehensive knowledge of modern firefighting and fire prevention methods, principles, practices and equipment; thorough knowledge of the rules and regulations of the fire district and of the laws under which it operates; good knowledge of the geography of the district; location of fire hydrants and water mains, and of major fire hazards located in the district; ability to present ideas clearly and effectively; ability to secure the cooperation of, and develop teamwork among officers and firefighters; good speaking voice and clear enunciation; mental alertness; leadership; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or the possession of a high school equivalency diploma and five (5) years of experience as a career or verifiable volunteer firefighter, two (2) years of which shall have included experience in an instructional capacity.

SPECIAL REQUIREMENTS:

Possess and maintain a valid driver's license; AND

Certification as a New York State Fire Instructor II or National Fire Instructor II

JURISDICTIONAL CLASS: Competitive

ADOPTED: 11/2/23