

WHITE LAKE TOWNSHIP FIRE DEPARTMENT JOB DESCRIPTION

Fire Cadet

Non-Exempt

GENERAL RESPONSIBILITIES

The primary role of the Fire Cadet is providing non-emergency station support to the career staff under the supervision of the shift commander. This may include assisting residents, answering phones, maintaining and cleaning the fire station, cleaning and inventory of fire apparatus, and assistance with community programs. This position does, occasionally include incident scene assistance when requested.

The primary focus is to prepare the cadet through training and certification, to become eligible as a part-time firefighter staff member.

ESSENTIAL JOB FUNCTIONS

- The cadet will work / function under the supervision of the career staff at a minimum of 16 hours a week. Initially cadet will concentrate on department policy procedures, equipment and apparatus, PPE, IPADS and maps.
- The cadet will also engage in training and drilling that includes, but is not limited to assisting with Tanker operations, supply and attack line deployment, PPV set up, the changing of SCBA bottles, ground ladders, and the reloading and cleaning of hose.
- May participate in an incident response, after receiving training in – HIPPA, Blood Born Pathogens, CPR and AED certification.
- The cadet may be required to drive staff vehicles to meet any additional needs of the shift.
- The cadet can respond to a working incident if requested by the duty officer.
- The main focus of the cadet is to become eligible through training and knowledge to qualify as a part-time Firefighter.
- Although this is a civilian position, the fire department cadet will be held to the same standard as a part-time Firefighter as outlined within the current part-time contract.

MINIMUM QUALIFICATIONS

- Michigan resident.
- Possess a valid Michigan operator's license.
- High school graduate or GED. Minimum age of 18 years old.
- Never been convicted of a felony or reckless driving.
- Have a good driving record.

KNOWLEDGE AND SKILLS

- Pass an in-depth medical evaluation.
- Good written and verbal communications.
- Familiarity with Microsoft office and other common office software.
- Must be physically fit to handle position expectations.
- Must be able to obtain at minimum, Firefighter I&II, Medical First Responder, CPR and AED within one (1) year, or at the availability of the required training. In any case, obtaining the minimum required training shall not exceed two (2) years.
- Must learn the locations of streets, target facilities within the community, and fire hydrant work.
- Maintain CPR, and AED Certification, as well as any other required medical training as it pertains to the position.

PHYSICAL DEMANDS AND REQUIREMENTS

- Climb over obstacles, through openings, up and down ladders.
- Maneuver from elevated surfaces and/or over obstacles, ditches and streams.
- Pull/drag firefighting hose lines.
- Perform tasks which require lifting, carrying, and /or dragging objects.
- Stand for long periods of time.
- Bend, stoop and /or squat.
- Perform two-handed work.