

## COUNTY FIRE INSTRUCTOR

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves the responsibility of conducting fire training courses as a lead and/or support instructor to Ulster County Fire Personnel at county fire training centers or local fire stations as scheduled by the Deputy Director of Emergency Management/Fire Coordinator. An incumbent is required to follow the New York State Office of Fire Prevention Control Policies, Deputy Director of Emergency Management/Fire Coordinator directions, local policies, class schedules, locations and times as necessary. The work is conducted under the general direction of the Department of Emergency Management, Division of Fire Services and supervised by the Deputy Director of Emergency Management/Fire Coordinator. Does related work as required.

**TYPICAL WORK ACTIVITIES:** The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Acts as the lead and/or support instructor/safety officer for courses with live fire training maneuvers;

Acts as the lead and/or support instructor for courses designated with skills lessons;

Completes administrative reports concerning student attendance and participation;

Demonstrates firefighting skills such as search techniques using self contained breathing apparatus (SCBA), hose drags and carries, ladder raise and carries, and use of various tools and appliances as outlined in course curricula;

Attends instructor certification conferences to receive instructor certification in designated courses;

Observes and evaluates training participants on their techniques in firefighting skills;

Maintains County equipment and reports condition, defects, damage or malfunctions to the Deputy Director of Emergency Management/Fire Coordinator;

Maintains course schedule, submits instructor report cards, schedules/location change notices as required and payroll information as required;

Maintains record of assignments with hours worked, courses, course dates and location as required;

Completes administrative reports as required.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of fire prevention practices and techniques; good knowledge of the theory of the causes and origins of fires; good knowledge of the principals and practices of firefighting; ability to write clear and concise reports; ability to perform fire

training, including live fire training demonstrations and firefighting skills lessons; ability to communicate effectively with others; good powers of observation and perception; good judgment; initiative and honesty; possess the physical ability and dexterity to perform all tasks associated with fire instruction assignments.

**MINIMUM QUALIFICATIONS:**

Seven (7) years of experience as a firefighter with at least two (2) years experience as an instructor of routine fire training skills at the company officer level.

**Special Requirements:**

Have completed the following courses in the State Fire Training Program (or equivalent training program).

Firefighter I

Apparatus Operator Pump or Truck Company Operations

Fire Officer I

Fire Service Instructor I

Employees appointed after January 1, 2018, must complete the Fire Service Instructor II training program within one (1) year of hire.

Attend annual instructor certification conference to receive safety training as required by 29 CFR 1910.156 and 1910.134 (Code of Federal Regulations Occupational Safety and Health);

Instructors appointed after January 1, 1992, must obtain and maintain medical certification to use a full face piece respirator, self contained breathing apparatus (SCBA) as specified in 29 CFR 1910.134 (Code of Federal Regulations Occupational Safety and Health).

Provide a respiratory medical examination and a statement of fitness to the Deputy Director of Emergency Management/Fire Coordinator.

ULSTER COUNTY  
1915 CO FIRE IN  
Classification: Competitive  
1916/1917 CO FR IN P  
Classification: Non-Competitive

Adopted: January 1, 2005  
Revised: September 24, 2010  
Revised: January 24, 2018