

CLASSIFICATION ADDENDUM

Job Title: Battalion Chief - Training

Classification Specification: Fire Battalion Chief

Barg Unit: Non Union

Pay Grade: C52

Work Comp Class Code:

*This classification **addendum** further clarifies job specific duties and requirements of a job within a particular classification. Note: The classification specification document is to be referenced and this document utilized as the addendum (supplement). It is intended to provide additional information, where needed, and is not intended to provide an exhaustive list of duties and responsibilities; specific position assignments will vary depending on business needs.*

Essential Characteristics and Duties Addendum

The Battalion Chief (Training) commands, coordinates, and directs all training activities for Department of Fire and Life Safety personnel in emergency medical services, fire suppression, hazardous materials, driver training, and rescue; supervises the development of training programs for department personnel, and educational programs regarding operation that are presented to citizens and community groups; identifies, develops, implements, and evaluates various methods, techniques, standards and instruments utilized in fire and emergency medical service training activities; participates in the coordination and administration of a variety of tests; administers career development programs; ensures that training programs will maintain department compliance; supervises the work of assigned staff. Performs related duties as assigned.

Qualifications Addendum

An entry-level person would be expected to possess the following or any equivalent combination of knowledge, skills, education and experience in order to successfully perform the job.

Training & Experience:

- As listed in class specification.

Licensing Requirements:

- State of Oregon driver's license at time of appointment.
- Certification as a NFPA Fire Fighter 2; Certification as a NFPA Instructor 1
- Certification as a NFPA Fire Officer 1 and NFPA Instructor 2, or the ability to obtain certification within one year of appointment;
- Certification as a NFPA Fire Officer 2, or the ability to obtain certification within three years of appointment (depending on the availability of training, classes, and/or funding).
- EMT Basic Certification

Knowledge:

- Techniques of adult technical education, instructional materials and audio-visual aides;
- Principles of course and program development, testing and evaluation

Skills: *(Demonstrated skill in performing the following)*

- Analyzing effectiveness of training programs;
- Utilizing research and quality control measures to determine the need for new methods, training, and/or equipment;
- Coordinating multiple projects simultaneously without loss of effectiveness.

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Qualification For Grade Progression: N/A

Physical Requirements Addendum

Medium to Heavy Work as defined in the classification specification. Further definition of the physical requirements of the position can be found in a job task analysis.

Employees hired after October, 1986, shall refrain from using tobacco products.

Addendum History

Created: 2012.01