



West Valley Fire-Rescue

Yakima County Fire District 12

JOB DESCRIPTION

POSITION:	CHAPLAIN
DIVISION:	SUPPORT SERVICES
IMMEDIATE SUPERVISOR:	FIRE CHIEF / ADMIN/FINANCE OFFICER
FLSA STATUS:	NON-EXEMPT / PAID-ON-CALL
REVISION DATE:	APRIL 1, 2020

JOB SUMMARY

Provide ministry or non-denominational support designed to meet emotional needs of the Department personnel and/or their families and to victims and/or families in crisis that the Department serves. The Chaplain will provide a resource for crisis intervention, counseling and other appropriate referrals to help resolve stressful and emotional situations.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Shall act on the Department's behalf at funerals or memorials of active or retired firefighters as requested by the Fire Chief.
- Perform or assist with Critical Incident Stress Debriefings.
- Provide support for Department members and family upon request in times of difficulty.
- Assist Department officials in notifying families of firefighters seriously injured or who have died.
- Attend Department scheduled activities such as graduations, ceremonies and social events when available.
- Respond to incidents at the request of the Incident Commander. Incident such as, but not limited to: failed CPR, SIDS, MCI's, house fire where displacement or death occurs, suicides, drownings, critical injury or death of a member, and incidents that involves a family member of a Department member.
- Provide careful liaison between crisis victims and/or families and local, state, or national public support agencies such as American Red Cross, Salvation Army, etc.
- Assist victims and/or families with contacting "clergy of choice".
- Record and report responses according to the Department form.

- Attend various training classes to maintain credentials.
- Meet with the Fire Chief / Admin Officer periodically to review the program.
- Performs all other duties as assigned.

MINIMUM EDUCATION, EXPERIENCE, AND CERTIFICATIONS

- Ordination credentials as a minister and be in good standing.
- Experience in counseling individuals and families. Crisis intervention experience / skills desired.
- Be a member of the Departments Support Services.
- Valid Washington State Driver's License required.
- Must have access to a vehicle.
- Must possess auto insurance.

SKILLS, KNOWLEDGE, AND ABILITIES

Ability to act as an effective team member at all emergency incidents involving fire protection, emergency medical services, and emergency management functions. Ability to communicate and effectively deal with the general public and school age children. Ability to perform effectively under stressful and adverse conditions. Ability to understand and follow oral and written communications. Ability to work with the public. Able to write comprehensive reports and maintain records. Make recommendations to the Fire Chief / Admin Officer to better the Departments program. Adaptable and flexible to change, committed to Department growth and improvement. Must be credible, enthusiastic, confident and understand the Mission of the Department.

ESSENTIAL JOB FUNCTIONS

Position requires outside incident/field work in a variety of terrain and weather conditions with appropriate safety gear. Light duty is an assignment of a member, who meets all the essential job functions listed in Appendix B of Policy 2115.

This position requires repetitive motions of the wrists, hands and fingers. Constant use of both hands in reaching, handling, grasping, pushing and pulling while performing duties. Able to lift and carry materials up to 25 pounds, more with assistance. May require sitting, climbing, crawling, kneeling, crouching, standing, walking, stepping over items, twisting, lifting, reaching or bending for periods of time. Seeing, speaking and hearing to evaluate and communicate situations. Must be able to speak, and to receive and understand written and oral communications in English and give written and oral instruction.

The physical demands described here are representative of those that must be met by a member to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Yakima County Fire Protection District 12 is an Equal Employment Opportunity employer. It does not discriminate against its members or against applicants for appointment. Decisions regarding selection, promotion and/or tenure shall be free from restrictions based on physical, cultural, religious or other biases. Decisions regarding selections, promotions and/or tenure shall be directly related to the applicant's qualifications and ability to perform the requirements of a position. If you feel you have been discriminated against, please contact the Fire Chief or Board of Fire Commissioners.

This job description does not constitute an employment agreement between the Fire District and the employee and is subject to change as the needs of the Fire District and requirements of the job change.