DUTCHESS COUNTY CLASS SPECIFICATION	FIRE INSTRUCTOR	
DATE ADOPTED: 01/01/2006	LAST REVISION: 10/14/2026	Page 1 of 2

DISTINGUISHING FEATURES OF THE CLASS:

This position will serve as an "on-call" instructor for the Department of Emergency Response to teach fire and rescue related courses to the volunteer and career firefighters of Dutchess County. This position may also assist as a second instructor during the "live burn: evolutions of the New York State outreach fire training courses. "Live burn" evolutions require a second instructor to assist the lead instructor, who is a New York State Fire Instructor (SFI). There is a need to offer courses in the "non-traditional" evening times of 7-1 0 p.m. and weekends as needed basis. The incumbents would work approximately twelve hours per week. General direction is received from higher level administrative staff. Supervision over the work of others is not a responsibility of this position.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Teaches fire and rescue related training courses to the volunteer and career fire and EMS members of local fire departments;
2. Assists the lead instructor in teaching "live-burn evolutions and ensuring that all safety procedures are followed and proper advancement of personnel and hose lines into a fire are done during "live burn" evolutions;
3. Completes required lesson plans and student registration documents to allow students to obtain a certification for the course;
4. Attends instructor conferences, training, and re-certification sessions at the NYS Fire Academy in regional locations to acquire and retain eligibility to perform duties as a Fire Instructor;
5. Ensures that equipment needed to teach the course is set-up and in safe and proper working order;
6. Maintains all needed supplies for courses;
7. May oversee course registration documents and eligibility requirements;
8. Prepares various logs, student reports, course lesson plans, correspondence and tracks student registrations and course completion;
9. Discusses student's progress with Chiefs and makes recommendations for additional training needed;
10. Demonstrates physical activities for fire/rescue operations such as climbing ladders, crawling on the floor, rappelling from high-rise buildings, and "rescue carry" of a training mannequin.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of modern firefighting and fire prevention methods;
Thorough knowledge of the use and maintenance of firefighting equipment;
Thorough knowledge of local fire prevention laws and ordinances;
Good knowledge of first aid methods;
Ability to teach others;
Ability to communicate effectively, both orally and in writing;

Personal characteristics necessary to perform the duties of the position;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma and five (5) years as a career or volunteer firefighter.

SPECIAL REQUIREMENT:
Candidates must possess and maintain the following:

i. NYS certification as a Fire and Emergency Services Instructor I and;
ii. First Aid and CPR certification from the American Red Cross or the American Heart Association and;
iii. Self-Contained Breathing Apparatus (SCBA) certification.
iv. Possession of a valid driver license to operate a motor vehicle in NYS at time of appointment and to maintain position.

Candidate must pass medical clearance physical for Interior Structure Firefighting.

COUNTY USE ONLY:

BARGANING UNIT: CSEA	**JURISDICTIONAL CLASSIFICATION: Competitive, part time non-competitive**
GRADE: 13	**FLSA Code: OT Eligible**
REVISION HISTORY: 10/01/2024	