



# Emergency Management From Vision to Success

## Extracurricular Activities to Consider:

1. Volunteering
2. Job Shadowing
3. Employment in the area of Patient Care
4. Participate in Athletics
5. Leadership Opportunities
6. Internships
7. Become a Tutor
8. Receive High School Diploma or Equivalent
9. Get your CPR Certificate
10. Get your First Aid Certificate

## Junior Fire Fighters Opportunities

### Scholarships

Firefighter Association of the State of New York awards twenty-five (25) \$1,500 scholarships to high school seniors entering college each year.

### Awards

Each year, Firefighter Association of the State of New York recognizes an exemplary youth group and outstanding youth mentor.

## Junior/Explorers Programs

Stop into your local department to see if you are eligible to start their program. Participants may be able to start as early as age 14.

Not sure if its for you? Departments offer a "Youth Day" that welcomes Junior, Explorers, as well as potential interested members to try hands-on activities. Contact your local department or county Office of Emergency Management to see if a "Youth Day" is scheduled.



# Emergency Dispatch Operator

## Minimum Qualifications:

- Must be a Wyoming County resident for at least one month.
- High School Diploma or equivalent
- Complete the NYS Emergency Services Dispatch Training Evaluation Program within 18-24 months of appointment.

## Public Safety Dispatcher Training

Public Safety Dispatcher I (APCO) training program is designed to address the basic functional areas needed for a student to become a Public Safety Dispatcher. The course will address the following topic areas:

- Telephone
- Radio and other industry related technologies
- Call-taking skills
- Call classification
- Radio dispatching

The 40-hour training will also discuss stress management and liability issues related to the dispatch profession. This class will follow the APCO Public Safety Telecommunicator I curriculum.

## Information

A career as an Emergency Dispatcher is a fulfilling and challenging way to help serve your residents in Wyoming County.



## Base Line Skills

- Calm Under Pressure
- Controlling your emotions
- Good communication skills
- Empathy and compassion
- Organization
- Decision-making
- Computer literacy
- Good stress management
- Resource allocation
- Good at multitasking
- Data entry
- Customer service
- Good sense of direction
- Good listening skills

## Day in the Life

Answers emergency calls and directs support to locations. When someone calls 9-1-1, an Emergency Dispatcher gathers information from the caller, then alerts law enforcement or other emergency services providers where to go. Dispatchers are assessing the location of emergency medical teams and police officers to dispatch the appropriate team in case of emergency.

Some other duties include:

- Speaking with callers and keeping them calm until the emergency responders arrive
- Guiding callers through safety and first aid procedures as necessary
- Monitor the radios and sending dispatches to on-duty personnel
- Conducting wanted-persons queries
- Assigning and recording case numbers

# Fire Fighter

## Exterior

All firefighters should complete a training program(s) addressing these core competencies:

- 1) Complete a training program addressing the subject areas/core competencies associated with Hazardous Materials First Responder Operations
- 2) Complete a training program addressing the subject areas/core competencies associated with Infection Control
- 3) Complete the objectives for Basic First Aid
- 4) Complete the objectives for Cardio-Pulmonary Resuscitation (CPR)
- 5) Completion of the latest version of the National Incident Management System (NIMS) courses ICS-700 and ICS-100
- 6) Fire safety principles familiarization
- 7) Tool and scene safety awareness
- 8) Building construction in relation to fire service operations
- 9) Understanding fire behavior and development
- 10) Familiarizations with personal protective equipment (PPE) and self-contained breathing apparatus (SCBA) as assigned
- 11) Familiarization with fire service communication operations
- 12) Familiarizations with incident management principles
- 13) Familiarizations with fire prevention principles
- 14) Arson awareness
- 15) Familiarizations with fire extinguisher operations
- 16) Familiarizations with hose practices, nozzles and fire streams (excluding interior structural fire attack)
- 17) Understanding of water supply operations
- 18) Familiarization with ground ladder operations
- 19) Ropes and knots
- 20) Scene safety and operating at an emergency incident
- 21) Familiarization with ground ladder operations

This training is estimated to take roughly 79 hours.



## Interior

In addition to core competency training provided for all exterior firefighters, interior firefighters should complete a training program(s) addressing the following core competencies:

- 1) How to Initiate a response to a reported emergency
- 2) Familiarizations with assigned self-contained breathing apparatus (SCBA) during emergency operations
- 3) Familiarization with forcible entry techniques
- 4) Operating as a team member within a hazardous area
- 5) Familiarizations with safe operations at vehicle fires
- 6) Understanding outside or exterior fires and defensive operations
- 7) Familiarizations with structure fire search and rescue operations
- 8) Familiarization with interior fire attack operations
- 9) Familiarization horizontal and vertical ventilation operations
- 10) Understanding overhaul operations
- 11) Familiarizations with salvage and property conservation techniques
- 12) Understanding of fire chemistry and behavior
- 13) Ground cover fires
- 14) Fire equipment, hose and Person Protective Equipment inspection and maintenance reviewed with personal department
- 15) Building construction related to interior structural firefighting operations

This training is estimated to take roughly 49 hours.



# Other Fire Department Positions

## Secretary

- Performs all the clerical work and has complete charge of all the books and records of a fire district
- Does related work as required
- Attends all meetings
- Prepares minutes of the meetings
- Answers all communications under the direction of the chairman
- Sends notices of regular and special meetings
- Copies various lists and other data
- High school graduation or possession of a high school equivalency diploma and some business or clerical experience or any satisfactory equivalent combination of the foregoing experience and training sufficient to indicate ability to do the work.

## Treasurer

- Attends all meetings
- Deposits incoming funds, disburses funds as authorized by the department and maintains financial records of the department
- Disburses funds for the purposes authorized
- Submits all reports and responds to communications as required
- Maintains financial reports of the department and submits reports to governing bodies as necessary
- Presents total accounting of money received and disbursed during the fiscal year to the board at their annual meeting and at any other time the board may prescribe
- Accounting experience, proficiency with excel, organized.

## Public Information Officer (PIO)

Responsible for internal and external communication, and may be assigned to community outreach, media relations, social media or information center operations. PIOs can be the first-line contact for all levels of media and the public on an incident and may be involved in multiple levels within the Command organization.

Duties include but not limited to:

- Obtain initial briefing from local unit personnel, unit Public Affairs Officer, Incident Commander, or lead Public Information Officer.
- Gather, produce and distribute accurate and timely information as required by established guidelines and ensure understanding by recipient. This includes fact sheets, news releases, web, and social media posts.
- Ensure safety of public by providing timely and accurate information to media and public.
- Meet the needs of the incident through the creation and use of a strategic information strategy that establishes a daily schedule for gathering and disseminating incident information in a timely and accurate manner to identified internal and external audiences.

Recommended Trainings Include:

- Basic Firefighter Training:
- Introduction to ICS (ICS-100)
- ICS for Single Resources and Initial Action Incidents (ICS-200)
- NIMS: An Introduction (ICS-700)
- IS-29 Public Information Awareness
- Public Speaking Training

## Mechanic

This position is responsible for mechanical work in the repair, overhaul, and maintenance of light and heavy automotive equipment, trucks, fire apparatus, Emergency Medical vehicles, and non-automotive equipment. The Mechanic position establishes priorities on vehicle and equipment repairs, diagnoses problems, performs repairs, and overhauls and rebuilds gas engines. This position is responsible for preventive maintenance.

## Building Superintendent

- Has responsibility for maintenance and operation of a fire station and assists in the administrative activities of the fire department.
- Plans and inspects maintenance work being performed
- Conducts tests of and supervises the maintenance of the fire alarm system
- Trains and instructs personnel of fire department as to the proper maintenance of station and operation of equipment

# Apparatus Operator

## Apparatus Operator- Pump

In addition to core competencies for exterior firefighters, apparatus operators should complete a training program addressing the Apparatus Driver/Operator professional qualifications standard.

Apparatus Operator-Pump course describes the responsibilities of pump operators, hydraulics and friction loss, pump controls and accessories, fire steams, pumper practices, drafting and pump evolutions, and using the fire pump at the hydrant.

Lecture, hands-on demonstrations, and practice sessions are included.

This course may take 18-24 hours to complete.



## Emergency Vehicle Operator

Emergency Vehicle Operation provides vehicle operators with a better understanding of the seriousness of emergency vehicle operation. Based on objectives from National Fire Protection Association (NFPA) Standard 1002 Fire Apparatus Driver/Operator, Chapter 2, the training stimulates the thought processes to make students aware of the potential for tragedy and financial loss and of the legal and moral responsibilities encountered when operating an emergency vehicle.

This course can be used as initial training for new emergency vehicle drivers to learn strategies to safely operate emergency vehicles in emergency and non-emergency situations or as refresher course for experienced emergency vehicle drivers. Students will learn safe driving practices, defensive driving principles, the responsibilities of an emergency vehicle driver, how to safely operate emergency vehicles during emergent responses, and the difficulties of driving tender apparatus. Upon successful completion of the training, students will have a better understanding of how to prevent crashes while driving emergency vehicles.

Course Length: 18 hours



# Emergency Response Teams

## Rope Rescue Technician

Rope Rescue Technicians carry out a wide variety of capabilities including low and high angle rope rescue, rigging, and retrieval of victims. Rope rescue technicians should be knowledgeable in rope and pulley systems, victim packing and retrieval and hoisting operations.

Personnel performing these duties should be:

- No previous experience required.
- Attitude & aptitude for working at height.
- Physically and medically fit.
- Minimum age of 18 years.
- 5-day training course in rope access.
- Independent IRATA assessment.
- Capable of performing a range of duties in various conditions.
- Responsible for own personal rope access equipment

Wyoming Counties High Angle Rope Rescue team is responsible for responding to various emergencies in which extricating a patient out of a creek, hill or even building is necessary. This team works and trains closely with the New York State Parks Police out of Letchworth State Park.



## Confined Space Technician

Confined Space Rescue Technician is an intensive 40-hour Confined Space Entry and Rescue class that provides hands-on training and real life scenarios allowing the student to gain confidence in this dangerous environment.

Our Confined Space is the newest team to the county with a future goal of the office is the development of a confined space division under the emergency response team.

## Ice/Water Rescue Technician

A Ice/Water Rescue Team comprised on first responders from across the county are responsible for attending to incidents involving cold water incidents. The team maintains a wide variety of rope and pulley systems, cold water suits, rescue sleds and a rescue boat.

Ice/Cold Water Rescue - Technician Level is a 16-hour training program. Advanced level ice rescue training including self-rescue, shore based ice rescue techniques, and go ice rescue techniques. This is a hands-on training program which includes a significant amount of on ice time for skill practice. It also addresses the effects of cold water on victims, ice rescue techniques, off shore techniques, and ice rescue equipment.



## Haz Mat Technician

A Hazardous Materials team is responsible for responding to any chemical, biological, radiological, or nuclear event in the county and is trained to the Level A Technician. This team operates as part of the multi-county Hazardous Materials Consortium including Genesee, Orleans, Livingston and Monroe counties.

If interested, members can take the 16-hour Hazardous Materials First Responders Operations. This training prepares emergency responders to effectively and safely respond to and stabilize hazardous materials incidents from a defensive position. This training addresses the awareness and operations levels to hazardous materials as well as recognizing and identifying hazardous materials, classifications and the hazards of each class, transport vehicles and associated hazards, planning for incidents, personal protective equipment and its limitations, confinement methods and decontamination procedures.

# Emergency Medical Technician-Basic (EMT)

## Minimum Qualification

Graduation from high school or possession of an appropriate equivalency diploma recognized by the New York State Department of Education AND possession of a current certification as an Emergency Medical Technician from the New York State Department of Health, which must be maintained throughout employment.

- EMT certification issued by the NYSDOH
- Possession of valid American Heart Association or American Red Cross CPR certification
- Possession of a valid NYS Drivers License
- Must be authorized and execute any necessary releases to enable the appointing authority to verify licensures and driving history involving violations and/or crimes
- Meet the qualifications and competencies set forth in the EMT functional position description by the NYSDOH for the duration of employment.

## Training:

To qualify for certification as a New York State Certified First Responder (CFR) or Emergency Medical Technician-Basic (EMT-B), the applicant must meet the following requirements:

- Enroll in an original CFR or EMT-B course;
- Complete an Application for Emergency Medical Services Certification (DOH 65), with the applicant's original signature in ink;
- For CFR, be at least 16 years of age prior to the last day of the month in which he/she is scheduled to take the written certification exam; for EMT-B, be at least 18 years of age prior to the last day of the month he/she is scheduled to take the written certification exam;
- Satisfactorily complete all requirements of a New York State approved course in CFR or EMT-B given by a New York State approved course sponsor;
- After successful completion of all course requirements, but within one year after course completion, pass the New York State practical skills examination;
- Within one year of passing the state practical skills examination, pass the New York State written certification examination;
- Have no convictions for a crime or crimes related to murder, manslaughter, assault, sexual abuse, larceny (theft), robbery, drug abuse, sale of drugs or currently be under charges for such a crime, unless the DOH finds that such conviction or charges do not demonstrate a present risk or danger to patients.

## Day in the Life

During a medical emergency, the first people on the scene are often the Emergency Medical Services. EMTs conduct basic, non-invasive interventions to help save lives and reduce harm at emergency sites. They have the skills needed to transport patients safely. In many places, EMTs provide out-of-hospital care. To be licensed as an EMT, you must take an accredited course. EMTs courses are normally between 150 and 180 hours to complete.

EMTs can perform:

- Perform Cardiopulmonary resuscitation (CPR)
- Administer oxygen
- Administer glucose to diabetic patients
- Help people who are having asthma attacks or allergic reactions
- Remove patients and prepare them for transport to hospital

In addition to the healthcare team on the ambulance, EMTs will work with law enforcement and firefighters who may also be dispatched to the scene. Once the ambulance arrives at the hospital, EMTs may interact directly with the ER staff, which includes nurses and physicians. They'll share the vitals they collected as well as their own assessments and findings.

After a patient is delivered to the hospital and leaves their care, an EMT will need to clean and disinfect their ambulance. They'll also restock any supplies they used so they are ready for the next patient. Staff also is required to complete their patients medical charts for the care they received, as well as clean the outside of the vehicles and perform daily rig checks to ensure the vehicle has gas, fresh oil, and other preventative measures so it is ready in the case of an emergency.

EMT's certification last for three years. During this time, EMT's are completing continuous education to go towards their recertification process.

## Baseline Skills

- |                          |                       |
|--------------------------|-----------------------|
| • Communication skills   | • Calm under pressure |
| • Compassion             | • Confident           |
| • Active listening       | • Kind                |
| • Critical thinking      | • Patient             |
| • Empathy                | • Positive Attitude   |
| • Time-management        | • Professional        |
| • Team player            | • Eager to Learn      |
| • Adaptable and flexible |                       |

# Advanced Emergency Medical Technician (A-EMT)

## Minimum Qualification

Graduation from high school or possession of an appropriate equivalency diploma recognized by the New York State Department of Education AND possession of a current certification as an Advanced Emergency Medical Technician from the New York State Department of Health, which must be maintained throughout employment.

1. Possession of a valid American Heart Association or American Red Cross CPR Certification.
2. Pre-Hospital Trauma Life Support certification.
3. International Trauma Life Support certification.
4. Possession of a valid Class D New York State Driver's License.
5. Must authorize and execute any necessary releases to enable the appointing authority to verify licensure and driving history involving violations and/or crimes.
6. Meet the qualifications and competencies set forth in the AEMT Functional Position Description by the New York State Department of Health for the duration of employment.

## Training:

After completing your EMT-B, Advanced EMTs must complete a second program, one that builds on prior EMT skills. This training is estimated to take 160-200 hours to complete. Candidates must be certified at the basic EMT level before they can be certified at the AEMT level.

Recertification is renewed every three (3) years.

## Baseline Skills

- Communication skills
- Compassion
- Active listening
- Critical thinking
- Empathy
- Time-management
- Team player
- Adaptable and flexible
- Calm under pressure
- Confident
- Kind
- Patient
- Positive Attitude
- Professional
- Eager to Learn

## Day in the Life

During a medical emergency, the first people on the scene are often the Emergency Medical Services. A-EMTs conduct a non-invasive interventions to help save lives and reduce harm at emergency sites. They have the skills needed to transport patients safely. To be licensed as an A-EMT, you must take an accredited course. A-EMTs courses are normally between 160-200 hours to complete.

A-EMTs can:

- Administer medication
- Interpret electrocardiograms (ECGs)
- Provide Advanced Airway Devices (Breathing tubes, and operating a mechanical ventilator
- Administering IV fluids
- Perform advanced cardiac life support such as defibrillation and cardiac monitor

In addition to the healthcare team on the ambulance, A-EMTs will work with law enforcement and firefighters who may also be dispatched to the scene. Once the ambulance arrives at the hospital, A-EMTs may interact directly with the ER staff, which includes nurses and physicians. They'll share the vitals they collected as well as their own assessments and findings.

After a patient is delivered to the hospital and leaves their care, an A-EMT will need to clean and disinfect their ambulance. They'll also restock any supplies they used so they are ready for the next patient. Staff also is required to complete their patients medical charts for the care they received, as well as clean the outside of the vehicles and perform daily rig checks to ensure the vehicle has gas, fresh oil, and other preventative measures so it is ready in the case of an emergency.

A-EMT's certification last for three years. During this time, A-EMT's are completing continuous education to go towards their recertification process.



# Paramedic

## Minimum Qualifications

Graduation from high school or possession of an appropriate equivalency diploma recognized by the New York State Department of Education AND possession of a current ACLS and PALS certification AND certification as an EMT-Paramedic, from the New York State Department of Health, which must be maintained throughout employment.

1. Possession of a valid New York State driver's license appropriate for the vehicles operated, and a driving record acceptable to the County of Wyoming's insurance carrier.
2. Possession of a valid American Heart Association or American Red Cross CPR certification.
3. Continuous credentialing, as may be specified by the Regional EMS Council, at the Paramedic Level.
4. Must authorize and execute any necessary releases to enable the appointing authority to verify licensure and driving history involving violations and /or crimes.

## Training:

You will first achieve certification as an Emergency Medical Technician, or EMT. You may have the option of enrolling in a single program and earning EMT certification en route to paramedic certification. Programs must be accredited by CAAHEP or seeking accreditation. All accredited programs should provide instruction, clinical experience, and field experience at a generally accepted national standard.

Paramedic training builds on basic EMT training. EMT training is about 150 – 190 hours; paramedic training, about 1,000 – 1,200. Paramedic credentials are frequently, though not always, earned in conjunction with an associate's degree.

## Baseline Skills

- Communication skills
- Compassion
- Active listening
- Critical thinking
- Empathy
- Time-management
- Team player
- Adaptable and flexible
- Calm under pressure
- Confident
- Kind
- Patient
- Positive Attitude
- Professional
- Eager to Learn



## Day in the Life

Like EMTs, paramedics are emergency medical responders who provide patients with immediate, life-saving care after a severe injury or accident. Paramedics assess the patient's condition at the scene and work to keep them stable while transporting them to the hospital. However, compared to EMTs, paramedics are required to complete more extensive training and are, therefore, qualified to perform more advanced procedures and offer advanced life support.

Some examples of the procedures or tasks that a paramedic might perform include:

- Administer medications
- Start intravenous (IV) lines
- Provide advanced airway management for patients
- Resuscitate patients
- Help people who have suffered trauma
- Monitoring and interpreting electrocardiography (EKG) readings, which help diagnose heart attacks

In addition to the healthcare team on the ambulance, Paramedics will work with law enforcement and firefighters who may also be dispatched to the scene. Once the ambulance arrives at the hospital, Paramedics may interact directly with the ER staff, which includes nurses and physicians. They'll share the vitals they collected as well as their own assessments and findings.

After a patient is delivered to the hospital and leaves their care, a Paramedic will need to clean and disinfect their ambulance. They'll also restock any supplies they used so they are ready for the next patient. Staff also is required to complete their patients medical charts for the care they received, as well as clean the outside of the vehicles and perform daily rig checks to ensure the vehicle has gas, fresh oil, and other preventative measures so it is ready in the case of an emergency.

Paramedic certification last for three years. During this time, Paramedics are completing continuous education to go towards their recertification process.





## Fire & EMS Interest Form

This information will be passed along to the primary fire department who provides services to your home address.

Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Address \_\_\_\_\_

Email Address \_\_\_\_\_

School District \_\_\_\_\_

Age \_\_\_\_\_

Department of Choice \_\_\_\_\_

### Interested In:

- ☐ Junior Firefighter Mentorship Program
- ☐ Emergency Medical Services (EMT) Mentorship Program
- ☐ Firefighter

### Future Interest:

Once you become a member in your department, you can advance into an area of interest as listed below:

Hazardous Materials Technician  
Rope Rescue Technician  
Ice Rescue Technician  
Auxiliary/Support  
Administrative Role  
Firefighter

Building Maintenance/Superintendent  
Community Engagement/Public Information  
Maintenance/Mechanical  
Fire Police  
Driver  
EMS 1<sup>st</sup> Responder

- If pursuing a firefighter qualification, you will be required to complete a physical through the department's medical provider. You must be at least 14 to participate in the junior program. Please note, some departments age requirements differ. You are eligible to begin taking state fire training courses at age 16.
- If pursuing an EMT qualification, you will need to take the NYS EMT course and pass the NYS EMT certification exam, which requires you to be at least 17 years of age to take. These are generally offered at least once a year in each county.
- All training is provided at no cost to you.

