



TOWN OF LENOX

6 Walker Street, Lenox, MA 01240
www.townoflenox.com

Lyndsay K. Patenaude,
Director of Human Resources

POSITION OPENING

Firefighter/Paramedic

The Town of Lenox is seeking qualified, intrinsically motivated candidates for the position of Firefighter/Paramedic. Responsible for responding to fire and rescue calls and emergency medical calls pursuant to protocols developed by the Fire and Ambulance operations. Works under the direct supervision of the Chief and the Officers of the Lenox Fire Department. Performs various duties unsupervised under a predetermined schedule of responsibilities. The position is part of the Local Union 2785.

Lenox is located in the Berkshires of western Massachusetts. The year-round population of 5,025 is buttressed by a substantial number of weekend/seasonal residents and visitors, particularly in July and August. Widely known for its numerous cultural and recreational sites (notably Tanglewood, Shakespeare & Company, Kennedy Park, Mass Audubon/Pleasant Valley), Lenox is also home to vibrant, deep-rooted communities in villages located in its downtown, Lenox Dale, New Lenox as well as many smaller neighborhoods.

Trained firefighter with a minimum of three years firefighting experience preferred. All levels of MA certified EMTs are encouraged to apply but preferred to be a Massachusetts certified Paramedic. Valid driver's license and experience in driving emergency trucks in an emergency response mode. Knowledge in fire, rescue and medical procedures and administrative experience preferred.

The position is open until filled, however applicant screening will begin immediately. Send cover letter and resume to Lyndsay K. Patenaude, Director of Human Resources, 6 Walker Street, Lenox, MA 01240 or lbroom@townoflenox.com with subject line **"Firefighter/Paramedic"**.

Announcement and full Position Description are available at www.townoflenox.com (click on "Job Opportunities")

JOB DESCRIPTION

Position Title: Firefighter/Paramedic
Department: Lenox Fire Department
Date Last Revised: January 2024

Objective:

Provide Paramedic level pre-hospital care to patients. Provide fire protection to the Town of Lenox.

Supervision:

Works under the direct supervision of the Chief and the Officers of the Lenox Fire Department. Performs various duties unsupervised under a predetermined schedule of responsibilities. The position is part of the Local Union 2785

Job Environment:

Firefighter/Paramedic duties consist of patient care and transportation which is totally dependent upon the situation and weather conditions which may vary from ideal to hazardous. Makes frequent contact with the public, other emergency services, and hospital personnel. Errors could endanger persons and property, cause delay of services, have legal or financial repercussions, and result in adverse public relations. Operates on emergency scenes for the purpose of firefighting when called upon.

Essential Job Functions:

- Responds to and provides emergency pre-hospital care to patients at the Paramedic level.
- Controls and extinguishes fires and responds to emergency situations where life, property, or the environment is at risk.
- Maintains minimum standards for training requirements, emergency equipment, and emergency vehicles.
- Maintains and performs light custodial and ground maintenance work to ambulance building, yard, and sidewalks outside of ambulance buildings in all seasons with attention to cleanliness and snow removal as needed.
- Performs other job-related duties.
- Possesses general knowledge of the Massachusetts Office of Emergency Medical Services pre-hospital treatment protocols.
- Communicates well with others.
- Organizational skills and ability to work unsupervised.

Physical Requirements:

Ability to carry, balance and manipulate equipment/patients up to 120 pounds. Ability to carry, lift, support, and position patients, including those incapable of independent movement. Ability to bend, stoop, balance and crawl on even and uneven terrain. Ability to balance while lifting, moving, and positioning patients and equipment. Possess the visual acuity necessary to perform technical skills. Possess fine motor and hand-eye-foot coordination required performing technical and precise skills. Possess sufficient verbal and auditory perception to be able to perform comprehensive patient assessment, management and transport. Ability to interpret and respond to written and oral instructions or descriptions. Ability to converse via phone, radio or in person with other healthcare providers and EMS personnel. At times may be exposed to hazardous weather or other severe conditions in the field. Custodial duties involve light to moderate physical effort.

Minimum Qualifications:

- Minimum high school graduate or GED.
- National and/or Massachusetts Certified Paramedic.
- Current CPR & ACLS certification.
- Valid Massachusetts driver's license.
- Knowledge of Massachusetts OEMS pre-hospital protocols and regulations pertaining to Massachusetts Ambulance Law.
- Minimum 2 years' experience in the field at the Paramedic level.
- Experienced certified firefighter preferred.

Position Type/Expected Hours of Work:

This is a full-time forty-eight hour a week position. Following the Kelly schedule. Days, nights, weekends and holidays are required as the job duties demand per union contract.