

# TOWN OF STRATHAM FIRE DEPARTMENT

**JOB TITLE:** Per Diem Firefighter/EMT

**DEPARTMENT:** Stratham Fire Department

**EMPLOYMENT STATUS:** Part-Time (Per Diem)

**STATUS:** Per diem shift worker

**PAY RATE:** \$23 per hour. Maximum of 30 hours per week.



## GENERAL PURPOSE

The Per Diem Firefighter/EMT performs skilled firefighting and emergency medical services work, responding to fire, medical, rescue, and hazardous material incidents. This position supports department operations, ensures readiness of equipment, and participates in public safety education. Per diem employees are scheduled based on department need and individual availability and serve alongside full-time and volunteer staff. This position is required to respond to operational emergencies in the execution of his or her duties.

## SUPERVISION RECEIVED

This position receives general supervision and policy direction from the Fire Chief, and/or department officers through the chain of command. The incumbent exercises independent judgment and is evaluated by the Fire Chief based upon the achievement of assigned goals and objectives.

## SUPERVISORY CONTROLS:

The supervisor defines overall objectives and priorities. The employee is expected to perform duties independently under established guidelines. Emergency scene actions are taken in accordance with department SOPs and under the command of senior officers. Work is reviewed through reports, debriefings, and performance evaluations.

## SUPERVISION EXERCISED

May provide guidance or mentorship to new or volunteer firefighters and EMTs during training, drills, or incidents as assigned.

## ESSENTIAL DUTIES AND RESPONSIBILITIES

- Respond to fire, EMS, and rescue emergencies; operate apparatus and emergency equipment.
- Provide basic life support (BLS) care in accordance with medical protocols and state standards.
- Assist in fire suppression, search and rescue, and scene safety operations.
- Maintain readiness by performing equipment, vehicle, and PPE checks and cleaning.
- Participate in departmental training sessions, drills, and certification requirements.
- Assist with public education programs and community events related to fire and life safety.

- Complete all necessary documentation and reports in a timely and accurate manner.
- Perform station duties including basic cleaning, upkeep, and readiness activities.
- Foster cooperative and supportive relationships with both internal and external stakeholders.
- Perform other related duties as assigned.

## PERIPHERAL DUTIES

- Participates in department events and training exercises.
- Assists with onboarding and mentoring new per diem and volunteer personnel.
- Supports department goals and maintains strong interagency coordination.

## MINIMUM QUALIFICATIONS

### Education and Experience:

- High school diploma or GED required.
- National Registry EMT certification required (AEMT preferred).
- Current or eligible for NH EMS Provider license.
- NH Firefighter I certification required; Firefighter II preferred.
- Current CPR certification.
- Valid NH driver's license; CDL preferred.
- Strong physical condition and ability to pass department fitness standards.
- Must pass a background check including criminal and driving records.

### Knowledge, Skills, and Abilities:

- Working knowledge of modern firefighting and EMS principles, practices, and equipment.
- Familiarity with the Town of Stratham's roadways, infrastructure, and target hazards.
- Ability to assess situations quickly and adopt appropriate courses of action.
- Ability to operate and maintain emergency vehicles and life-saving equipment.
- Ability to follow oral and written instructions and communicate effectively.
- Ability to remain calm and effective under high-stress conditions.
- Strong interpersonal skills and a collaborative, team-oriented work ethic.
- Proficiency in basic computer applications for incident reporting and documentation.

## TOOLS AND EQUIPMENT USED

Fire apparatus, SCBA, fire hoses, ladders, hand tools, radios, EMS kits, AEDs, computers, mobile devices, and personal protective equipment.

## PHYSICAL DEMANDS

Must be physically capable of performing strenuous tasks including lifting/moving patients and equipment, climbing ladders, working in confined spaces, and wearing heavy PPE. The role requires strength, stamina, and the ability to function effectively in physically and emotionally demanding conditions.

**WORK ENVIRONMENT**

Duties are performed in various environments including office, apparatus, emergency scenes, and outdoors in extreme weather. Exposure to smoke, fire, hazardous materials, biohazards, noise, and other potentially dangerous conditions is frequent. Safety gear and training are provided.

**SELECTION GUIDELINES**

Formal application, review of certifications, interview, and physical evaluation. Appointment is made by the Fire Chief or designee. Continued service is contingent upon meeting training and performance expectations.

*The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. SFD maintains a drug-, alcohol-, and tobacco-free environment.*