

FULTON COUNTY
EMERGENCY MANAGEMENT OFFICE
ANNOUNCES THE FOLLOWING:
FIRST DEPUTY FIRE COORDINATOR

FULTON COUNTY RESIDENCY IS REQUIRED

The Fulton County Emergency Management Office is currently hiring a per diem First Deputy Fire Coordinator.

2025 Salary: \$26.00/Hour

Typical Work Activities:

Responds to various types of emergency calls, such as structure fires, wildland fires, serious motor vehicle accidents, mass casualty incidents, ice and water rescues, hazardous material incidents, and natural disasters;

Assists the Incident Commander as needed;

Acts as a liaison between the Emergency Management Office and Incident Command;

May oversee the operations of the Fire Investigation Team, ensuring on-scene investigations are done in accordance with appropriate NFPA standards and County policy and procedures;

May oversee the operations of the Hazardous Material Response Team, ensuring on-scene incidents are done in accordance with NFPA 471 and other applicable laws, policies and procedures;

Ensure Fire Investigators and Hazardous Material Response Technicians obtain the required training and maintain required NYS certifications;

Perform annual review of Fire Investigation Team and/or Hazardous Material Response Team policies and procedures and update as needed;

Assist with the training needs of the Fulton County fire service, including scheduling, delivery and promotion of training courses;

Assist in overseeing the operations of the Fire Training Center and Burn Building;

Assist the Fire Coordinator/Civil Defense Director with the review and compliance of the fire mobilization and mutual aid plan, HazMat 209-U plan, County Arson Control Plan and other various plans and policies;

Assist with fire prevention inspections and fire drills, building safety inspections, and document results;

Maintain various department equipment and restock as needed.

Performs related duties as required.

The above examples of duties are intended only as illustrations of the various types of work 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.

MINIMUM QUALIFICATIONS: Graduation from high school, possession of a high school equivalency diploma or a high school individual education plan diploma; and

- A. Three (3) years of executive or administrative experience requiring the establishment and execution of basic organizational policy; or

- B. A Bachelor's degree from a regionally accredited or New York State registered college or university and one (1) year of experience described in (A) above; or
- C. An equivalent combination of training and experience as described in (A) and (B) above; and

In addition to meeting the qualifications stated in (A), (B), or (C), candidates must have:

Three (3) years of satisfactory experience in firefighting and/or fire prevention work as a

- A. Paid full-time employee of a fire department or as a
- B. Member in good standing of a volunteer fire company or department duly organized under the laws of New York State; and

One (1) year of responsible supervisory experience. Acceptable supervisory experience is either:

- A. Chief or Assistant Chief in a volunteer company or small fire department; or
- B. Battalion Chief or Assistant Fire Chief in a large department.

SPECIAL REQUIREMENT:

At time of appointment:

- Completion of Fire Officer I course;
- Completion of Firefighter I course or equivalent;
- Completion of ICS 100, ICS 200, ICS 700, and ICS 800;
- Must have valid NYS Drivers License and maintain throughout employment.

To oversee the Fire Investigation Team, First Deputy Fire Coordinator must be a Fire Investigator certified through NYS and must maintain that certification.

To oversee the Hazardous Material Response Team, First Deputy Fire Coordinator must be a Hazardous Material Response Technician certified through NYS and must maintain that certification.

To perform Code Enforcement activities, First Deputy Fire Coordinator must become a Building Safety Inspector or higher certified through NYS and must maintain that certification.

**Applications should be filed with the
Fulton County Emergency Management Office
231 North Perry Street
Johnstown NY 12095
(518) 736-5858**

They can be found on our website at www.fultoncountyny.gov.