



JOB TITLE:	Instructor – Technical Rescue/Fire Suppression (Part Time)	GRADE	12
DEPARTMENT:	Division of Emergency Services	FLSA STATUS:	Non-Exempt
REPORTS TO:	Deputy Director – Administrative Services		

GENERAL RESPONSIBILITIES

Responsible for providing comprehensive instruction in fire suppression, technical rescue (both didactic and practical), vehicle operations and general fire department operations.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

1. Perform training related programs as assigned to include technical rescue program planning, development, and instruction.
2. Develop, administer, and instruct fire/rescue/technical operations training programs and other DES training programs to ensure proficiency in job skills; provide instruction and guidance to DES personnel and County/volunteer fire/rescue personnel.
3. Develop methods of instruction, testing, and evaluation of students ensuring trainings follow State of Maryland and/or national standards.
4. Develop, conduct, and/or participate in drills, training exercises, and practical evolutions.
5. Complete and maintain files, forms, reports, and documents.
6. Maintain familiarity with Pro Board and IFSAC Standards and Guidelines.
7. Complete and maintain electronic and /or manual documentation to include files, forms, reports, and documents, ensuring compliance with regulating policies and procedures.
8. Interact with the public as a representative of DES; perform various public education activities.
9. Complete special projects and serve on various committees as assigned.
10. Notify field personnel of certification maintenance requirements and training opportunities.
11. Ensure that the facility, equipment, apparatus, and gear are properly maintained and functional.
12. Interact with assigned personnel, volunteers, and other jurisdictions or agencies to coordinate the exchange of information and enhance training opportunities.
13. As needed or directed, assist in the development of training for Firefighter Recruits and other DES personnel to ensure proficiency in job skills and/or new equipment.
14. Respond and assist at emergency incidents as directed.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Ability to effectively deliver educational content utilizing in-person, on-line, practical, and remote learning environments.
2. Ability to effectively support staff members.
3. Excellent communications skills.
4. Ability to develop and maintain excellent working relationships with government officials, co-workers, contractors, media representatives and the public.
Knowledge of local, state, and national laws/standards as they apply to public safety training.
5. Knowledge of Washington County geography and surrounding areas.
6. Ability to establish and maintain effective working relationships with advisory groups, volunteers, commissions elected officials, media, the general-public and organized labor groups.
7. Knowledge of fire, rescue, and EMS systems; principles, protocols, apparatus, and equipment.

EDUCATION AND EXPERIENCE:

1. Associate degree from an accredited college or university in Health Services, Fire Science Administration, Business Administration, or related field. (preferred)
 - a. Comparable education, training, and experience in public safety emergency management may be substituted for the minimum requirements.
2. Minimum of five years of operational experience in the following areas of technical rescue operations, to include: Hazardous Materials, Confined Space Rescue, Structural Collapse, Rope Rescue, Trench Rescue.
3. Certifications in Maryland Emergency Medical Technician (minimum), Firefighter II, Fire Officer II, Fire/Emergency Services Instructor – Level II, and NIMS – ICS 100, 200, 300, 400, 700, and 800. Other training and certifications may be considered.
4. MICRB Level II instructor certification(s) in the following: Firefighter 1 and 2, Hazardous Materials WMD Awareness thru Technician, Technical Rescue: Confined Space Rescue, Technical Rescue: Structural Collapse, Site-Ops/MVR, Technical Rescue: Rope Rescue Awareness thru Technician, Technical Rescue: Trench Rescue. Other training and certifications may be considered.
5. Ability to maintain confidential personnel and medical information in accordance with the applicable laws and regulations.
6. Comprehensive knowledge of fire suppression, rescue and EMS systems, principles, protocols, apparatus, and equipment.
7. Knowledge of administrative, supervisory, and managerial practices and techniques.
8. Knowledge of NFPA Guidelines, DES and the WCVFRA policies and procedures, standard operating procedures for Washington County personnel rules and regulations; knowledge of budgetary processes and procedures.
9. Ability to effectively organize work, determines priorities, make decisions and complete assigned duties in a timely manner with minimal supervision.
10. Ability to effectively manage, supervise and direct the work of others, evaluate performance, counsel subordinates, and apply discipline fairly and effectively while being discrete and conscientious.
11. Ability to maintain effective working relationship with career and volunteer personnel, co-workers, government officials, and the public.
12. Strong and effective spoken and written (English) communication skills, including the ability to prepare clear, concise reports and documentation of events and incidents, as well as public speaking skills with ability to present information to varied audiences.

PHYSICAL REQUIREMENTS:

Must have the use of sensory skills to effectively communicate and interact with other employees and the public by using telephone and through personal contact as normally defined by the ability to see, read, talk, hear, handle, or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. Some standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, and handling, pushing, and pulling in observing field activity in all areas. Ability to perform various functions under emergency conditions including operating in environments immediately dangerous to life and health (IDLH) with appropriate personal protective equipment (PPE), including self-contained breathing apparatus and encapsulated hazardous material PPE. Ability to perform emergency operations in confined spaces, in near-zero visibility conditions, and at extreme heights.

SPECIAL REQUIREMENTS:

1. Possession of a valid Maryland Driver's License or other states equivalent.
2. May be required to work varied hours including evenings and weekends, as needed.

06/2025

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

Easy Ways to Apply:

1. Visit our website at <https://www.washco-md.net/jobs/>
or
2. Complete and email an Application to HR@washco-md.net
or
3. Complete and mail Application to:
Washington County Human Resources Department,

100 W. Washington Street, Room 2300,
Hagerstown, Maryland 21740

Washington County is an Equal Opportunity Employer. Individuals requiring special accommodations or assistance are requested to contact the Human Resources Department at 240-313-2350, Voice or TDD (D/HH use 711) M/F/H/V.

**DEADLINE FOR FILING APPLICATIONS WITH HUMAN RESOURCES:
Monday, August 4th , 2025 @ 4:00pm**