

# RANCHO ADOBE FIRE PROTECTION DISTRICT

INVITES YOU TO  
APPLY FOR PART-TIME  
FIREFIGHTER EMT OR  
PARAMEDIC

START YOUR  
CAREER IN THE  
FIRE SERVICE

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# RANCHO ADOBE FIRE PROTECTION DISTRICT

invites applications for the position of

## Part-Time Firefighter EMT or Paramedic

### Our Mission

Rancho Adobe Fire Protection District is committed to protecting lives and property through emergency response, preparedness, community education, and risk reduction.

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### The Position

The Part-Time Firefighter position at Rancho Adobe Fire District is a great entry-level position where you can gain experience and continue to grow and advance your fire service career. The Part-Time Firefighter position must be able to work a minimum of four 24-hour shifts per month to maintain currency in the program. You will be responsible for responding to emergency calls, including providing medical assistance, extinguishing fires, maintaining fire fighting equipment, and participating in public education and training exercises.



You must also be physically fit and able to perform physically demanding tasks in potentially hazardous environments. Excellent communication and teamwork skills are a must, as well as the ability to remain calm and composed in high-stress situations. Upon completion of a new hire academy you will undergo a 12 month probation with 3, 6, 9, and 12 month skills tests along with a wildland-specific portion. It is the goal of the District to promote from within and provide a clear progression for promotion.

### The Exceptional Candidate

In this role you must have a strong commitment to public service and a passion for helping others. We are looking for candidates who possess a strong sense of empathy for others and are passionate about their career in fire and emergency medical services. We value detail-oriented individuals who can follow both verbal and written instructions, communicate effectively with co-workers, and develop positive working relationships with colleagues while performing the duties of Part-Time Firefighter.

**Previous experience working as an EMT, Paramedic, and/or Firefighter is highly desirable.**

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## **Qualifications:**

### **Required Licenses/Certifications**

(Copies of documents confirming the following must be included in the applicant packet.

**YOU MUST SUBMIT ONE PDF FILE FOR ALL APPLICATION MATERIALS).**

**If you have recently completed a certified Firefighter 1 academy and you are waiting for certificates you can provide proof of academy completion in lieu of.**

- High School Diploma or equivalent.
- Valid California Driver's License.
- Completion of an accredited Firefighter 1 Academy and possession of a California Firefighter 1 Certification. For out of state applicants you must possess Firefighter 1, Hazardous Material Awareness and Operations accredited certification from IFSAC and/or Pro Board. You must include proof of your California Firefighter 1 reciprocity application in your packet.  
<https://osfm.fire.ca.gov/divisions/state-fire-training/cfstes-professional-certification/fire-fighter-1-2019/>
- Current certification as an EMT or Paramedic in Advanced Life Support, either through the National Registry of Emergency Medical Technicians or by the State of California.
- Accreditation in the County of Sonoma (Coastal Valleys EMS) as an EMT or EMT-Paramedic within three months of date of hire.
- Must pass and maintain physical requirements as specified by the District and be able to wear self-contained breathing apparatus.
- Cal-JAC CPAT (Candidate Physical Ability Test) card must be dated within one year of application date (or proof of scheduled test).
- Passing score on the FCTC Written Test within 6 months of hire.

To view upcoming Cal-JAC CPAT test dates, click here:

(<https://www.fctconline.org/candidates/upcoming-test-schedule/>).

Candidates experiencing financial hardship may qualify for financial aid to pay for their FCTC testing fees: (<https://www.fctconline.org/grants/>).

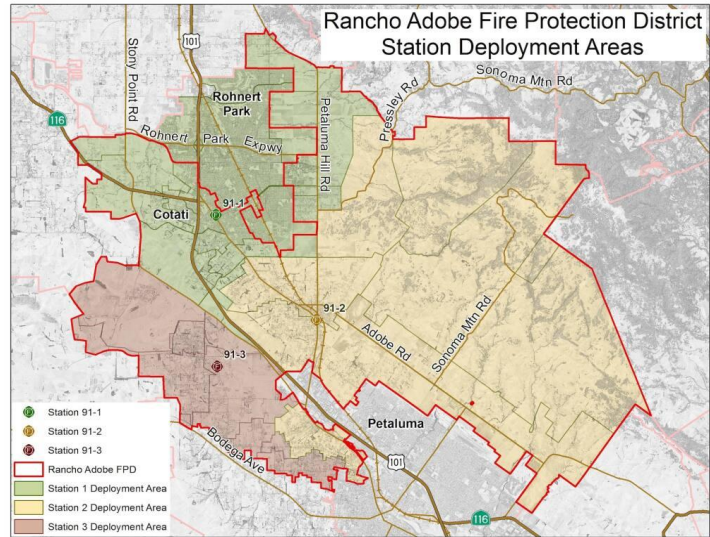
If you do not have a valid CPAT card at the time your application is submitted, you must indicate the date and location of your scheduled test with your application. Once you have received your CPAT card, please submit a PDF copy via email to [apply@rafd.org](mailto:apply@rafd.org) as soon as it is available.



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## **The District and Our Community**

The Rancho Adobe Fire Protection District is a full-service fire and rescue agency which operates from three stations located in the City of Cotati, the communities of Penngrove and Liberty Valley (west of Petaluma), as well as Sonoma State University. The response area is a combination of urban and rural, with light industrial areas intermixed. The Rancho Adobe Fire Protection District is an Insurance Services Office (ISO) Class 4 District and will soon celebrate its 30th



anniversary of service to the community. The District staffs three engine companies and a 24-hour Battalion Chief. Three shifts of personnel work a 48-hour on, 96-hour off schedule. The call volume is challenging and varied; it still allows time for training and exposure to the many facets which make the District a place for an exciting career. You can expect to gain expertise in the following areas: EMS response, structure and wildland fire suppression, public education, fire prevention, disaster preparedness, hazardous materials, rescue systems, water rescue, confined space, as well as a significant vehicle-related rescue response.

The District is currently working collaboratively with the Petaluma Fire Department to functionally operate as a six-station joint agency, providing service to over 86,000 residents.

## **Core Values I.C.A.R.E**

**Integrity:** We adhere to high ethical principles and standards, basing our actions on doing the right thing.

**Courage:** We have the moral and mental strength to do what is right even in the face of danger and personal or professional adversity.

**Accountability:** We have the courage and honesty to accept responsibility for our actions.

**Respect:** We value the differences in everyone we work with and serve and will treat them with dignity, courtesy, and respect.

**Empowerment:** We are committed to providing the resources, support, and motivation to our members and those we serve.



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## **Compensation and Benefits**

**Salary:** \$22.53/Hour

**Holiday Pay:** Pay at 1.5 times hours worked for approved holidays.

**Retirement:** CalPERS 2.7% @ 57 (PEPRA Members) after completion of 1,000 working hours in a fiscal year.

**Sick Leave:** Accrued at 1 hour for every 30 hours worked with a cap of 144 hours.

**Education/Classes:** The District will provide 100% funding for classes approved by the Training Chief.

## **Application and Selection Process:**

Please include the following documents

### **YOU MUST SUBMIT ONE PDF FILE FOR ALL APPLICATION MATERIALS**

**If you have recently completed a certified Firefighter 1 academy and you are waiting for certificates you can provide proof of academy completion in lieu of.**

1. Rancho Adobe Fire Protection District Employment Application  
<https://www.rafd.org/files/8bae59b5f/Application+for+Employment.pdf>
2. Resume
3. High School Diploma or equivalent
4. Valid California Driver's License
5. Firefighter 1 Academy completion and California State Firefighter 1 certification. For out of state applicants you must possess Firefighter 1, Hazardous Material Awareness and Operations accredited certification from IFSAC and/or Pro Board. You must include proof of your California Firefighter 1 reciprocity application in your packet.  
<https://osfm.fire.ca.gov/divisions/state-fire-training/cfstes-professional-certification/fire-fighter-1-2019/>
6. Current certification as an EMT or Paramedic in Advanced Life Support, either through the National Registry of Emergency Medical Technicians or by the State of California.
7. CAL-JAC CPAT card dated within a year of application date (or proof of scheduled test).

Submit via email with the document formatted as a PDF file to [apply@rafd.org](mailto:apply@rafd.org); applications may also be hand delivered to 11000 Main St, Penngrove, CA 94951.

All completed application documents will be reviewed. An application submitted without complete information will not be considered. A screening committee will evaluate the qualifications of each applicant who has met the minimum requirements for the position. The highest-ranking applicants will be invited to continue in the selection process. Applicants meeting the minimum qualifications are not guaranteed advancement in the process and the decision of the screening committee is final.

## **Hiring Requirements**

Candidates being considered for selection are subject to an oral interview, practical exercise, or other qualification testing. Upon conditional offer candidates are subject to a background investigation, polygraph test, pre-employment medical examination, psychological screening, State of California Department of Justice fingerprint search of records, and shall pass a drug screen. All statements made on application materials must be factual and will be subject to investigation and verification.