

BOARDMAN FIRE RESCUE **STUDENT INTERNSHIP PROGRAM**

Job Title: Firefighter In Training FFIT
Duration: 2026-2027 School Year (Semester 1 and/or Semester 2)
Supervisor: On Duty Officer
Hours: 5-15 hours a week
Schedule: Flexible schedule Monday-Friday 8:00 a.m. – 5:00 p.m, Weekends.

Intent of Position:

It is the intent of the District to provide administrative maintenance and support of the volunteer organizations that provide fire protection and emergency services. The selection of the Intern(s) will be by application. This individual will serve at the will and pleasure of the Fire Chief, and Board of Directors of the Boardman Fire Rescue District. The Intern program will be open to all that apply to the Student Intern Program. It is the intention of the District's Intern Program to prepare our youth for a future in the fire service either as Volunteer Firefighters or a Career in the Fire Service.

Synopsis of Duties:

To cooperate fully with other departmental members, participate fully in Training programs, Respond to calls for assistance, maintain District buildings, apparatus and equipment, in the best traditions of the fire service, and within District policies and procedures.

Specific Duties:

The specific duties herein are not all-inclusive but are intended to serve as a guide as to primary areas of responsibility and to serve as a backdrop for annual evaluations of performance. It shall be the duty of the Intern to assist in the work of the Fire District, whether or not it may be their assigned duties, and in the absence of any specific orders, report to the officer in charge.

Operations:

1. Shall learn and follow District Standard Operating Policy's or Guidelines.
2. Shall become knowledgeable of Emergency Operation Plans, Resource Lists, Equipment locations and methods of operation, City and District Maps, and Chain of Command.
3. Shall respond to alarms and to all hazards and special locations as may be deemed necessary. Shall report to the assigned fire station, dress in the proper protective gear, and respond as assigned to the alarm or call for assistance.
4. May not respond to scene with personal vehicles.
5. May not drive District Vehicles without approval from the Fire Chief.
6. May not Operate any Power Tools or Equipment without prior training and supervision.
7. May **NOT** enter IDLH Atmospheres (Imminent Danger to Life or Health).
8. Shall **NOT** engage in emergency combat live fire firefighting.
9. May participate in supervised, controlled live fire training when applicable. IE. DPSST car fire and compressed gas fire props.

Emergency Operations:

Shall work to ensure there is an adequate response of equipment and personnel to emergency operations.

1. Shall respond to call and be under direct supervision of a Senior Firefighter, Lieutenant or Company Officer.
2. Shall remain at their duty assignments until properly relieved by a Senior Firefighter, Lieutenant or Company Officer.
3. Shall ensure necessary preparations are taken for unusual weather and fire behavior conditions.
4. Shall **NOT** engage in emergency combat live fire firefighting.

Associated Duties:

1. Shall attend all in-service training as directed by company officers and the training officer or chief officer.
2. Shall participate fully in training programs at least 2 a month from 7-9 and can not miss more than two consecutive trainings in a row with out authorization
3. Shall see that all rules, regulations, orders, policies, and procedures are obeyed. Shall report in writing through the chain of command any violation thereof.
4. Shall maintain all record keeping duties assigned by senior officers.
5. Shall perform such other duties as directed by senior personnel.

Qualifications:

1. Be able to meet the fitness level of arduous.

Requirements:

Must successfully complete the District Entry Level Fire Fighter Training program.

1. Must complete a minimum basic first aid and CPR course.
2. Minimum of five hours per week, no more than fifteen hours.
3. Typical working days would be Monday-Friday.

Application Process

Application portal opens March 2nd, 2026 and application materials are required no later than April 3rd, 2026.

- High School Intern Application
- Resume
- Cover Letter