



City of Kansas City, Missouri Job Class Specification

Job Title: EMS CAPTAIN

Department: FIRE

Job Code: 3024

Status: NONEXEMPT

Grade: F-4

Summary

This is responsible administrative, supervisory and technical work assisting with the direction and activities of personnel and equipment in the assigned division or any other assignment from the Fire Chief through the chain of command.

Work involves assisting a Division Chief or other ranking chief officer with responsibility for equipment, apparatus and assigned personnel. Employees of this class are responsible for the effective and efficient use of apparatus, equipment and personnel in performing emergency work, but are subject to being relieved by a superior officer at the scene of an emergency. Work may involve physical risk and exertion at the scene of an emergency and limiting the exposure of the public to hazardous elements. Assignments are reviewed by observation of work in progress and of results obtained as well as by inspection of quarters, apparatus, equipment, and records.

Duties and Responsibilities

- Assists the on-duty Deputy Chief of the Emergency Operations Bureau in coordinating city-wide ambulance operations.
- Assists the Division Chief with directing and assisting with the emergency medical treatment of individuals.
- Makes periodic inspections of assigned personnel and the general condition of assigned equipment, apparatus and quarters.
- Schedules and directs the cleaning and routine servicing of equipment and apparatus.
- Maintains proper discipline, reports irregularities and makes recommendations for assigned personnel.
- Participates in and supervises training activities.
- As assigned, plans, organizes, supervises and participates in the in-service training of medical personnel.
- Presents lectures and courses covering selected aspects of medical and administration activities
- May supervise drills and assures that command officers instruct subordinates in various phases of the training program.
- Performs other duties as assigned.

Technical Skills

Considerable knowledge of:

The principles and practices involved in instructing personnel in the use and care of equipment and various techniques of emergency medical services, and the ability to apply this knowledge to specific training problems, programs;

GOG's, GAG's, and directives;

The rules, regulations and safety procedures of the KCFD, the City of Kansas City, Missouri and provisions of the Collective Bargaining Agreement with Local 42, IAFF;

The geography of Kansas City, Missouri including street locations, principal buildings. the department's radio communication system;

Equipment and apparel designed to reduce the risk to KCFD personnel;

The department's electronic communication systems.

Ability to:

Recognize danger, use sound judgment and react calmly under emergency conditions.

Plan, assign, direct, review and supervise subordinates at emergencies.

Establish and maintain effective working relationships with subordinates, representatives of cooperating agencies and the general public.

Education and Experience

Requires ten (10) years of service in Fire Suppression, or ten (10) years of Credentialed Service in the KCFD EMS system and currently credentialed in the KCFD Ambulance System. For purposes of eligibility to test and be promoted, the 10 years of service shall be measured from the date of appointment to the Fire Academy, or 10 years of credentialed service in the KCFD Ambulance system to the expiration date of the EMS Captain's application date.

**Certificates/
Licenses/Special
Requirements**

- May be required to pass a preemployment drug screen.
- Must pass a background check as prescribed by the City.
- May be required to possess specialized licensure or certification based on the vacancy and as determined by the department.

**Supervisory
Responsibility**

Supervision is exercised over a Fire Company or other specified unit as applicable

**Supervision
Received**

Work is performed under the general supervision of a Chief.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

Created

03/2025

Revised