

## **Training Coordinator – Full-time**

### **Mohawk Valley Rural Fire District**

**Location:** Marcola, Oregon

**Projected Start Date:** January 12, 2018



#### **Job Description:**

Reporting to the Fire Chief the Training Coordinator will , plan, direct and oversee the Fire District training program. The Training Coordinator will administer, oversee and facilitate the Public Education / Prevention program. Administrative duties comprise of keeping all Fire District training records, recruitment of volunteers, EMS supply ordering, assisting in the development of district policies and procedures, and other duties as assigned by the chief. The Training Coordinator will respond on calls for service while on duty and as available outside of regular hours.

**Salary Range:** \$38,460 – \$55,716 Full-time

Paid Medical, Dental, and Vision Insurance with HRA

District Paid PERS

District Paid AFLAC

Complete job description, further information and application instructions are provided on the Fire District website: [www.mohawkvalleyfire.com](http://www.mohawkvalleyfire.com)

Application materials must be received in the District Office before 5 p.m. January 12, 2018.

Questions: Email: [swallace@mohawkvalleyfire.com](mailto:swallace@mohawkvalleyfire.com)