

	<b>QUALIFICATIONS MATRIX</b> AUTHORED BY: DC Ned Sparks/Lt. Cy Pollema  APPROVED BY: <i>Mark Miller</i>	<b>2012revD</b> FESSAM# 7B.3  <b>EFFECTIVE DATE:</b> 10/05/2016  <b>REVISION DATE:</b> 04/11/2019
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## Procedure:

- The Qualifications Matrix presents a sequential progression of certification moving through the ranks within the fire department. The purpose is to integrate an individual's experience, education, training and certifications, prior to becoming eligible for the next higher position. The matrix incorporates the ranks from reserve firefighter through division chief. All ranks are sworn firefighters of the organization and are required to successfully complete their probationary period. They will be eligible to progress through the ranks of the organization by meeting the Qualifications Matrix and any other requirements established by Loveland Fire Rescue Authority. Promotions to a higher rank are not guaranteed and depend upon the qualifications of the individual, and the operational, administrative, and financial needs and best interests of the department.

*Acting Positions: Firefighters and officers of LFRA that meet the requirements of the Qualifications Matrix for the position immediately above their current rank are eligible to 'act' in that rank. Typically, these positions are short-term in nature and filled by rovers, overtime shifts, and trades. These vacancies are created through sickness, outside training, Wildland/SOT deployments, etc. and authorized by the shift battalion chief. If an acting position becomes a permanent vacancy, all qualified personnel will be eligible to test for the position in a competitive process determined by the fire chief.*

*Administrative/Non-Combat Volunteer Requirements: Personnel serving in this capacity are administrative volunteer members of Loveland Fire Rescue Authority. Assigned duties will be performed in either the Community Safety or Operations Divisions. This position is not eligible for participation in the department's Volunteer Firefighter Pension Plan. Minimum requirements for an administrative/non-combat volunteer are completion of NIMS 100 and 700. Examples of this type of position are: fire chaplain, fire photographer, or administrative positions designated by the fire chief.*

## Qualifications Matrix

Rank	Canyon FF (Wildland)	Canyon FF (Combat)	Canyon Officer	Firefighter Level I (FF L1)	Firefighter Level II (FF L2)	Engineer	Lieutenant	Captain	Battalion Chief	Division Chief
Time in grade	NA	NA	3 years Canyon FF	NA	1 year FF L1	1 year FF L1+	3 years Eng	2 years LT	2 years Capt	3 years BC
Firefighter certifications	NA	FF1 *	FF1 *	FF2 *	FF2 *	FF2 *	FO1 * / FI1	FO2 * / FI1	FO2 * / FI1	FO2 * / FI2 #
EMS	CPR	CPR	CPR	EMT-B	EMT-B	EMT-B	EMT-B	CPR	CPR	NA
Ice Rescue	NA	****	****	****	****	***	****	NA	NA	NA
Wildland	***	*** / S215	***	***	***	***	*** / S215 / S290			
NIMS	**	**	**	**	**	**	** / 300 / <<<	** / 300 / <<<	** / 300 / <<<	** / 300 / <<<
Driver Operator	VFIS <	VFIS <	NA	VFIS <	DOP	DOA	NA	NA	NA	NA
Hazard Zone Management	NA	NA	Blue Card	NA	NA	Blue Card	Blue Card	Blue Card	Blue Card	Blue Card

\* Hazardous Materials Operations level certification is required for all ranks requiring a firefighter certification.

\*\* NIMS ICS 100/200/700/800 level certification is required for all ranks.

<<< NIMS ICS 702/703/706 level certification is required for captain and above.

\*\*\* FF2 Red-card is required for all ranks (within first year for Canyon FF, and FF L1).

# Fire Instructor 2, or an equivalency of education (BA, BS or higher) and/or years of experience as a designated training officer for LFRA or other paid department.

\*\*\*\* Ice Rescue certification is required for ranks from FF to captain (within first year for Canyon FF, and FF L1)

+ Time in grade of 2 years as a FF L1 will be waived until 12/31/2018. All FF L1 and FF L11 that meet the engineer certification qualifications will be eligible to test for engineer. < VFIS or equivalent 16 hour emergent driving course is required within first year for a Canyon FF or first six months for FF L1

## Certifying Agencies

Certification	Certifying Agency
Firefighting, Hazardous Materials, Driver Operator	Colorado Division of Fire Prevention and Control
EMS	Colorado Dept. of Public Health & Environment
Wildland	NWCG/LFRA
NIMS	DHS/FEMA
Hazard Zone Management	Global Risk Innovations
CPR	American Heart Association
Ice Rescue	Dive Rescue International
Emergent Driving	VFIS/NAPD/IAPD

### Revision History:

6/2/2015 – Added recommended changes as suggested by employee transfer law firm.

4/11/2016 – Added changes to matrix by BC Smith (Ice Rescue requirement, and language regarding time to complete certifications for new employees).

7/7/2016 – FEMA discontinued NIMS 704 and there is not a replacement course

1/31/2017 – BC Smith added Canyon qualifications and time in grade waiver for engineer testing

### References:

No references cited.