



WOODBURN FIRE DISTRICT

1776 NEWBERG HWY

WOODBURN, OREGON 97071

<http://www.woodburnfire.com>

Updated: November 1, 2024

Job Classifications: Firefighter and Firefighter Paramedic (*WFD Civil Service Classification: Engineer*)

Woodburn Fire District is currently accepting applications for Firefighter, Firefighter Paramedic, Lateral Firefighter and Lateral Firefighter Paramedic. WFD will be hiring (8) new firefighters and paramedics with a hiring date currently projected for March 1, 2025.

TO APPLY: CLICK THE FOLLOING LINK: [APPLY NOW](#)

The last day to submit an application with the required documentation listed below including any veterans' preference point documentation is **November 12**. A candidate assessment center is tentatively scheduled for **December 3, 4 & 5, 2024**.

The Woodburn Fire District welcomes all interested candidates to schedule a time to tour the main fire station, schedule a ride-along, and learn more about the opportunities with our growing fire district. To schedule a visit or ride-along between October 15th and November 30th, please contact Korrin Petersen at 503-982-2360 or via e-mail at korrin.petersen@woodburnfire.com

The district main station is located at 1776 Newberg Hwy, Woodburn, OR 97071

Salary Information (*annually as of July 2024*)

Entry Firefighter: \$79,454 - \$102,481

Entry Firefighter Paramedic: \$85,810 – \$110,680

Lateral Firefighter: \$83,472 – \$102,481 (*depending on years of experience at entry*)

Lateral Firefighter Paramedic: \$90,150 - \$110,680 (*depending on years of experience at entry*)

Salary ranges above represent base pay amounts. For entry level positions, the salary range begins with the starting pay amount and includes (5) annual step increases with the top step of the pay range achieved after (5) years of employment. Lateral pay rate at the start of

employment depends on years of service. See next section for further information on lateral pay amounts. On July 1, 2025, all line members will receive a 4.25% wage increase added to the salary ranges above as per the WFD collective bargaining agreement. Annual salary ranges above includes 156 hours of FLSA pay that is built into the 56-hour work schedule for all represented members.

Lateral Experience Evaluation & Pay Rates

New lateral employees with (2) years to (4) years of experience as career firefighters with a fire agency that has at least (12) FTE career firefighters will start one step below their total years of experience and advance one step following each year of employment until the top step of the pay range is reached. New employees with (5) years or more of experience at a comparable fire district (as defined above) will start one step below the top step of the pay range and advance to the top of the pay range after (1) year of employment. An evaluation of lateral experience qualification will be made during phase 1 of the testing process.

Paramedic Pay Rate

Candidates hired from the paramedic eligibility list must complete a WFD paramedic field training and evaluation program (FTEP) before receiving paramedic incentive pay. The FTEP is usually conducted following successful completion of (1) year of firefighter skills training. The FTEP evaluation may be completed before (1) year depending on the needs of the fire district. Candidates that are hired as a paramedic but do not successfully complete the paramedic FTEP will be retained by the fire district but will not receive the paramedic incentive until the FTEP is successfully completed.

Spanish Language Incentive

A 2% incentive for verified Spanish language skills is added to all pay ranges

Benefit Information

- PERS Retirement
- Medical, Dental and Vision Insurance (*Northwest Firefighters Relief Association*)
- 401(a) District Money Match Savings
- Annual Retention Incentive (*\$1,500*)
- Deferred Compensation (457b)
- HRAVEBA Account
- Professional Development Annual Expense Allowance

- Annual NFPA 1582 Physicals for all Line Members
- Paid Time Off for Vacation & Sick Leave (*Increasing with length of service*)

Fire District Overview

Woodburn Fire District is located in the Willamette Valley in Marion County with short driving distances to metro areas, ocean beaches and Cascade mountains. The fire district provides fire protection, rescue and ALS emergency medical service to 40,000 residents in a 75 square mile area that includes the communities of Woodburn, Gervais and surrounding rural areas. The professional firefighters of the Woodburn Fire District receive excellent pay and benefits as represented members of the Tualatin Valley Firefighters Association (IAFF Local 1660). Woodburn Firefighters are also members of the Northwest Firefighters Relief Association that provides premium health care benefits. With (8) new hires in 2025, the fire district will have (24) career firefighters on a 48/96 schedule that provide (4) person constant staffing on the district's (2) career staffed engines. The fire district does not routinely respond to low-acuity medical calls and as a result, the ratio of fire to EMS responses is consistently 50% fire and 50% EMS. The district has a paramedic assigned to every crew but does not provide ambulance transport. The district has a rapidly growing tax base with strong support from the community that provides the district's firefighters with new fire apparatus and state-of-the-art equipment. The fire district provides a comprehensive training program with an emphasis on fireground tactics and firefighting equipment recommended by Underwriters Laboratory and NIST studies. The training and tactics support a culture of aggressive interior fire attack and primary search. The district values physical fitness and training as an important part of operational readiness and sets aside time each shift for fitness and training activities. A new district fitness room is soon to be under construction. The district operates four strategically located fire stations with a 5th station currently under construction. In 2023, the fire district responded to 3,561 emergency incidents. The career firefighters are supplemented by 25 volunteer firefighters including student resident volunteer firefighters at two out-stations. [Woodburn Fire District Video](#).

Job Requirements

Citizenship Required : Yes

High School Grad/GED : Yes

Valid OREGON Driver's License : Yes - Any valid US driver's license recognized by Oregon.

Ability to Read/Speak English : Yes

Minimum Qualifications

Please see application instructions below for the submission of documentation for the minimum qualifications.

- High School Diploma or GED
- Valid Driver's License and Acceptable Driving Record
- EMT or Paramedic state license or NREMT certification
- NFPA Firefighter I - Currently certified by Oregon DPSST, IFSAC, or Pro-Board
- CPAT - Completed within the past 12 months prior to the application closing date
- NIMS 100, 200, 700 & 800

Resumes are not required with the application. Candidates invited to the assessment center on December 3, 4 or 5 will be asked to prepare a resume for the interview.

Application Instructions

Applications will only be accepted through the National Testing Network (NTN) by completing the FireTEAM written test within the past 12 months and submitting all required documentation of the minimum qualifications listed above. Candidates whose application packets do not include documentation of all of the minimum qualifications may be disqualified from the testing process.

- Lateral candidates are not required to submit an NTN score. Lateral candidates are asked to complete a WFD application and submit an application and minimum qualification documents directly to Office Administrator / Finance Director Korrin Petersen at korrin.petersen@woodburnfire.com. The WFD applications are available on the WFD website or at the following link: <https://woodburnfire.com/wp-content/uploads/2024/09/WFD-Employment-Application.pdf>
- Woodburn volunteers that are active with the fire district may qualify for additional volunteer credit points added to their NTN score. The additional volunteer points will only be applied at Phase 2 of the testing process. See the volunteer credit section below for more information.

The testing process will be conducted in coordination with the Aurora Fire District. Separate eligibility lists will be created for each fire district. Candidates will have the option of applying for one or both of the fire districts at the time of application. Separate NTN applications and document uploads are required for each fire district.

Contact Information

Fire Chief, Joe Budge

503-982-2360

joe.budge@woodburnfire.com

M-FR 0700-1600

Office Administrator/Finance Officer, Korrin Petersen

503-982-2360

korrin.petersen@woodburnfire.com

M-FR 0700-1600

Testing Process

Phase 1 - Minimum Job Qualification Evaluation - Week of November 11, 2024

- Pass/Fail Evaluation of the Minimum Job Qualification Listed Above
- **CPAT** - Completed within the past 12 months prior to the application closing date

Application Deadline – Applications must be complete and all qualification documents submitted by the date of application closing. Candidates that have not submitted all of the qualification documents by the application closing date may be disqualified from the testing process.

Phase 2 - FireTeam Score

- Mechanical Score + Math Score + Reading Score = Phase II Component Score
- Testing Deadline – FireTeam score must be in by the date of application closing.
- **Lateral candidates are not required to submit an NTN score. Lateral candidates must complete a WFD employment application that is submitted directly to the fire district along with documentation of the minimum qualifications listed above. See further information including a link to the WFD application in the application instructions section above.**

VOLUNTEER CREDIT

Volunteer firefighters who are active with the Woodburn Fire District shall qualify for four (4) additional points added to their FireTeam score if they have served a minimum of twelve (12) months and two (2) additional points will be added for each additional twelve (12) months of service to a total of ten (10) points at the time of application review prior to the assessment center testing. Evidence for volunteer points shall be in the form of a letter signed by the fire chief stating good standing and join date. To qualify for the volunteer credit points, the letter must be included in the candidate's application packet with

the other minimum qualification documentation listed above. The additional points will only be applied at Phase 2 of the testing process and will not be added to the assessment center score.

Phase 3 - Fire Skills Assessment & Panel Interview – December 3, 4, or 5 (Tentative)

The desired number of candidates from the NTN application list will be invited to a Fire Skills Assessment and Panel Interview. Applicants invited to this phase of the testing process must have a score of 70 percent or greater on the FireTeam score and provide documentation for all of the minimum qualifications listed above. Applicants will be contacted in order of test score, highest to lowest, after all qualifying veteran preference points are assigned. **Candidates that are invited to the skills assessment and panel interview are asked to provide four (4) copies of their resume to the interview panel.**

Panel Interviews

- Component Weight: 60%
- December 3, 4, or 5 (*Tentative*)

Fire Skills Assessment

- Component Weight: 40%
- December 3, 4 or 5 (*Tentative*)

Pre-Employment Examinations

Candidates must successfully complete the following pre-employment examinations once a conditional offer of employment has been provided:

1. Comprehensive background check including a drug screen
2. NFPA 1582 physical examination
3. Psychological examination

Eligibility List Information

- The testing process will create two WFD eligibility lists including: (1) Firefighter, and; (2) Firefighter Paramedic. Candidates on the firefighter list that obtain a paramedic certification before the expiration of the list may choose to be moved over to the corresponding paramedic list with their final score on the firefighter list in comparison to the others on the list as the determining factor for ranking on the paramedic list.
- Candidates receiving a minimum combined score of 70 percent or greater on the fire skills assessment and panel interview (Phase 3) will be placed on an eligibility register for a period

up to 30 months. Candidates will be listed on the eligibility register in rank order of their Phase 3 assessment score, highest to lowest, after all qualifying veteran preference points have been added to their Phase 3 score.

- The Woodburn Fire District and the Aurora Fire District will be conducting a joint assessment center process. Separate applications are required for each district and the testing process will create separate eligibility hiring lists for each district.
- As vacancies in the fire district occur, the district will determine which eligibility list(s) will be used to fill the vacancy and invite the top three (3) candidates from the eligibility list(s) to a chief's interview. WFD is planning to hire (8) firefighters in the spring of 2025. For this hiring (10) candidates will be invited to a chief's interview. Those selected for employment following the chief's interview will be provided conditional offers of employment subject to the pre-employment evaluations listed below. Those not selected for employment will be returned to the eligibility list for future consideration.

Job Duties Summary

The duties for this position include but are not limited to responding to emergencies, operating equipment, and performing duties to the level of training to suppress fires, effect rescue, and perform treatment to sick and injured persons. Working conditions involve confined spaces above and below grade, working from heights, climbing ladders, in extremes of heat and cold, in contact with known hazardous materials, and in areas Immediately Dangerous to Life and Health, involving heavy lifting and/or dragging while wearing protective equipment including self-contained breathing apparatus. [WFD Job Description](#).

Veteran Preference

U.S. military veterans that meet all of the minimum job qualifications and receive a passing CPAT score will have all applicable veteran preference points added to each phase of the testing process. Documentation of veteran points must be submitted on the NTN website by the date of job closing.

Equal Opportunity Employment

Woodburn Fire District is committed to equal opportunity employment. We believe that a variety of backgrounds and experiences help best in fulfilling our mission to protect the lives and property of the residents in the communities we serve.

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