

# EGG HARBOR FIRE DEPARTMENT

## Crewchief Performance Review

Name: \_\_\_\_\_

Date: \_\_\_\_\_

I ask that you grade the following review issues on a (1) thru (10) scale where (1) means "Total Failure" and (10) means "Exceeds Expectations".

1. (\_\_\_\_) Works well under the general supervision of the Fire Chief and/or the Assistant Fire Chief.
2. (\_\_\_\_) Provides supervision to all first responders, either directly or through other subordinate member.
3. (\_\_\_\_) Oversees the First Responder Program and insures that the Department complies with all applicable laws including but not limited to local, state, federal laws and this Department Standard Operating Procedures and Standard Operating Guidelines.
4. (\_\_\_\_) Acts as a liaison between the Department and Emergency Services of Door County in matters concerning agreements, personnel issues, training issues, discrepancies or problems relating to actual scenes or any matter relating to the First Responder Program.
5. (\_\_\_\_) Manages the Department's license for the First Responders group and oversee the e-licensing.
6. (\_\_\_\_) Maintains all files relating to the First Responder Program including, but not limited to, all documentation of emergency medical service training for each member.
7. (\_\_\_\_) Coordinates all training including, but not limited to, ambulance familiarization, prevention of blood borne pathogens, infectious disease and call documentation.
8. (\_\_\_\_) Maintains up-dated roster with Wisconsin Ambulance Run Data System.
9. (\_\_\_\_) Oversees the approval of new members along with DCMC Medical Director.
10. (\_\_\_\_) Performs the duties of subordinate personnel as needed.
11. (\_\_\_\_) Attends conferences and meetings to keep abreast of current trends in the field; represents the First Responders in a variety of local, county, state and other meetings.
12. (\_\_\_\_) Coordinates activities with other supervisors and exchanges information with Crew Chiefs in other First Responder Groups.
13. (\_\_\_\_) Purchases, manages and maintains all necessary supplies & equipment.
14. (\_\_\_\_) Maintains contact with general public, department officers and other Town and Village officials in the performance of First Responder activities.

Reviewed By: \_\_\_\_\_