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| Job Title: | Firearms Instructor | Reports to: | Rangemaster |
| Grade: |  | Classification: |  |
| Reviewed and approved by: |  | Date: |  |
| HR review and approval: |  | Date: |  |

Job Summary:

The Firearms Instructor is a part-time adjunct, shared reporting officer position related to the training of sworn officers in the use of firearms and the application of deadly force. This job is conducted in addition to the duties of a sworn officer. The Firearms Instructor assists the Rangemaster in ensuring the firearms program is conducted safely and consistent with applicable laws and Agency policy.

Essential duties and responsibilities:

* Maintain current proficiency with all Department issued firearms systems including appropriate support equipment such as magazines, ammunition, and routine preventative maintenances of said systems.
* Instruct officers in all aspects of the use of handguns, rifles, and other firearms.
* Train officers in the tactics used for the deployment of firearms and the safe resolution of situations with varying levels of conflict and risk to the officer or others.
* Evaluate officers’ skills in the use of various firearms including but not limited to: safe handling, marksmanship, presentation from a sling or holster, weapon manipulation, tactics, threat identification, decision making, communication, tactical skills, de-escalation, weapon transitions and transitional thought process.
* Act as a resource for peers regarding both investigative and training questions regarding firearms.
* Ensure that training material provided to officers is consistent with state and Federal law as well as Agency policy and procedure.
* Ensure that safety protocols for firearms training are adhered to by all officers’ present and that the training environment is reasonably safe for employees within the constraints of training personnel for deadly force encounters under live-fire conditions including but not limited to:
	+ Federal and state OSHA compliance for exposure to airborne lead, hearing conservation, and vision protection.
	+ Medical emergency procedure and regular review and coordination with EMS.
* Provide First Aid as necessary for any injuries on the range and aids injured persons in receiving appropriate medical treatment of any injuries sustained during training.
* Document attendance of officers at training, individual officer qualification with various firearms, deficiencies in training or qualification, injury to anyone during training, damage to equipment or property during training, issuance of equipment, or other items as assigned.
* Provide remedial training when deficiencies are identified in officer performance related to firearms training.
* Assist the Rangemaster in planning training, developing lesson plans, designing live-fire drills, preparing training materials, creating props or other training aids, and recommending changes in policy or procedure.
* Assist the Rangemaster in evaluating equipment and recommending changes in technology.
* Assist the Rangemaster with department inventory of firearms, ammunition, and equipment related to the firearms program.
* Immediately stop training on the range if any unsafe weapons handling is detected.
* Authorized to make physical contact with any employee if necessary to prevent a potential injury.
* With assistance from Range Safety Officers, document any serious safety infractions on the range during training as well as any training related injuries.
* Assists Rangemaster with maintenance and scheduling of XYZ Police Department’s range facility located at 123 Range Road.

Non-essential duties and responsibilities:

Required education and experience:

* Firearms Instructors are selected from sworn, armed personnel of the XYZ Police Department.
* Candidates for position must be off probationary employee status and have a minimum of 2 years of field law enforcement experience.

Required Certifications in additionto all certifications required for XYZ [police officer] [supervisor]:

* Current certification in CPR and First Aid.
* POST approved basic firearms instructor certification within one year of appointment to position.
* POST approved rifle instructor certification within one year of appointment to position.

Physical Requirements of the Job (% of time standing, % of time sitting, lifting, walking, etc.):

* Sitting: 25 %
* Standing, walking 75%
* Giving instructions and range commands with or without a loudspeaker system 50%
* Lifting to shoulder height weights up to 50 pounds 10%
* Assuming conventional and unconventional shooting positions (prone, sitting, kneeling, standing) as part of routine instructional demonstrations 25%
* Use of a computer workstation while sitting 25%

Environmental Condition:

* Wet or humid conditions 33%
* Work near moving mechanical parts 30%
* Fumes or airborne particles 60%
* Toxic or caustic chemicals 10%
* Outdoor weather conditions 60%
* Work in near total darkness 30%
* Exposure to moderate noise environment 30%
* Exposure to loud noise environment 40%
* Exposure to extremely loud noise environment 30%
* Exposure to defensive/offensive weapons 100%