



Code: 8658
Family: Public Safety
Service: Public Safety
Group: Fire Service
Series: Emergency Communications

CLASS TITLE: CHIEF HELICOPTER PILOT

CHARACTERISTICS OF THE CLASS

Under direction, supervises and monitors the helicopter operations and staff engaged in piloting departmental helicopters in response to air and sea rescue incidents and pilots aircraft as needed, and performs related duties as required

ESSENTIAL DUTIES

- Supervises and pilots the helicopter operations for the Chicago Fire Department
- Coordinates flight activities with the Deputy District Chief-Air Rescue ensuring manpower requirements are met and that helicopter pilots meet required performance standards including flight training requirements
- Performs the operational and supervisory duties of a Company Officer responsible for instructing staff and preparing work reports
- Ensures schedules for helicopter pilot training and equipment maintenance do not conflict with emergency responses
- Assists in ensuring that the helicopter unit complies with the aviation regulations of the Federal Aviation Administration (FAA) and with departmental rules and regulations
- Assists the Deputy District Chief-Air Rescue with the scheduling and continued training to ensure pilots maintain license requirements
- Instructs staff on proper emergency procedures for air and sea rescue incidents
- Keeps abreast of departmental orders, helicopter operations and rescue strategies
- Maintains the Attendance and Assignment, Company Journal and electronic flight records
- Operates Chicago Fire Department helicopters
- Plans and conduct rescue operation drills with CFD and partner agencies
- Takes steps to build, maintain, and improve professional skills through participation in mandatory training and education, and through the use of other resources made available by the department

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- Career Service status as a uniformed member of the Chicago Fire Department is required
- Ten (10) years as a uniformed member of the Chicago Fire Department with a minimum rank of Lieutenant (including EMT or Paramedic) in the Bureau of Operations

Licensure, Certification, or Other Qualifications

- Valid and current commercial Rotorcraft/Helicopter Pilot Certificate issued by the Federal Aviation Administration (FAA)

- Certified rotorcraft/helicopter flight instructor as issued by the Federal Aviation Administration (FAA)
- Valid and current second-class medical certification from the Federal Aviation Administration (FAA)
- Possess a minimum of 500 flight hours in rotorcraft/helicopter Bell 412

WORKING CONDITIONS

- Aircraft facility environment
- General office environment
- Assigned to a Platoon shift. Department operates twenty-four (24) hours a day, every day of the year, including weekends and recognized holidays
- Exposure to cramped aircraft spaces

EQUIPMENT

- Standard office equipment (e.g., telephone, printer, photocopier, fax machine)
- Computers and peripheral equipment (e.g., personal computer, computer terminals, mobile-data computers)
- Bell 412 helicopter/department helicopter
- Night vision goggles
- Two-way radio
- FAA communication radios

PHYSICAL REQUIREMENTS

- Ability to sit for extended periods of time
- Ability to operate department helicopters

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Considerable knowledge of:

- *emergency procedures recommended by the aircraft manufacturer in flight manuals of departmental aircraft
- *aeronautical principals, practices, and procedures
- *helicopter equipment, flight control systems and apparatus
- *helicopter crew duties both on the ground and in-flight
- *firefighting techniques, practices and methods
- *emergency air and sea rescue procedures
- *training methods and techniques related to air and sea rescues
- *FAA flight rules and regulations within the Chicagoland airspace
- *geographical locations in Chicago and surrounding response areas
- *helicopter maintenance requirements, recordkeeping, and scheduling procedures

Knowledge of applicable City and department policies, procedures, rules, regulations, and ordinances

Skills

- *ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- *ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- *CRITICAL THINKING - Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- *COMPLEX PROBLEM SOLVING - Identify complex problems and review related information to develop and evaluate options and implement solutions
- *LEARNING STRATEGIES – Select and use training/instructional methods and procedures appropriate for the situation when learning or teaching new things
- *COORDINATION WITH OTHERS - Adjust actions in relation to others' actions
- *INSTRUCTING - Teach others how to do something
- *SERVICE ORIENTATION - Actively look for ways to help people
- *SOCIAL PERCEPTIVENESS - Demonstrate awareness of others' reactions and understand why they react as they do
- *JUDGEMENT AND DECISION MAKING - Consider the relative costs and benefits of potential actions to choose the most appropriate one
- *MECHANICAL SKILLS – Related to helicopter operation and maintenance, rescue equipment

Abilities

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
- WRITE - Communicate information and ideas in writing so others will understand
- CONCENTRATE - Concentrate on a task over a period of time without being distracted
- RECOGNIZE PROBLEMS - Tell when something is wrong or is likely to go wrong
- REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense
- COME UP WITH IDEAS – Come up with a number of ideas about a topic
- TIME SHARE - Shift back and forth between two or more activities or sources of information (such as speech, sounds, touch, or other sources)
- MAKE SENSE OF INFORMATION - Quickly make sense of, combine, and organize information into meaningful patterns
- REACH CONCLUSIONS - Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events)

- **MAKE DECISIONS AND SOLVE PROBLEMS** – Analyze information and evaluate results to choose the best solution and solve problems

Other Work Requirements

- **CONCERN FOR OTHERS** – Demonstrate sensitivity to others' needs and feelings and be understanding and helpful on the job
- **STRESS TOLERANCE** – Accept criticism and deal calmly and effectively with high stress situations
- **SELF-CONTROL** – Maintain composure, keep emotions in check even in very difficult situations, control anger, and avoid aggressive behavior

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
November, 2022