

**BIG WHITE FIRE DEPARTMENT
PAID ON CALL FIREFIGHTER
APPLICATION**

**ACCURATE, LEGIBLE COMPLETION OF THIS APPLICATION
FORM IS THE FIRST STEP IN THE DEPARTMENT
SCREENING PROCESS.**

**INCOMPLETE OR INACCURATE APPLICATIONS WILL NOT
BE ACCEPTED. SUPPLY ALL INFORMATION REQUESTED.**



PLEASE PRINT ALL INFORMATION REQUESTED ON THIS APPLICATION

NAME: _____ / _____
Surname Given names

TELEPHONE (home): _____ TELEPHONE (work): _____

PERMANENT ADDRESS: _____

POSTAL CODE: _____ EMAIL: _____
(Please print clearly)

BC DRIVERS LICENSE NUM: _____ CLASS: 1 2 3 4 5 6
Circle

AIR BRAKE ENDORSEMENT? Yes _____ No _____

DO YOU HAVE YOUR OWN VEHICLE FOR TRANSPORTATION? Yes _____ No _____

Note: Provide a recent copy of your Driver's Abstract with your application.

Height: _____ Weight: _____ Citizenship: _____

How long have you resided in the fire department area? _____

How long do you plan to reside in the fire department area? _____

Do you have any phobias (height, enclosed spaces, etc.)? Yes _____ No _____
If yes, please explain _____

Do you have a criminal record? Yes _____ No _____
If yes, please explain _____

Describe your skills applicable to the Fire Service: _____

Describe your main hobbies and interests outside of work: _____

Candidate Name: _____

Education

Last Secondary School grade completed (or equivalent): _____

Post Secondary, Vocational or Trade Training: Yes _____ No _____ Date: _____

Subject, degree or qualification: _____

Any additional qualifications or courses? _____

Previous firefighting experience: (where and when) _____

Work Experience

Are you legally entitled to work in Canada Yes ___ No ___ ?

Are you presently employed?

- _____ full-time (more than 35 hours/week)
- _____ part-time (more than 25 hours/week)
- _____ part-time (less than 25 hours/week)
- _____ self-employed (please explain)
- _____ student
- _____ unemployed
- _____ other (please explain)

Present Employer: _____ Occupation: _____

Is your job site in the Big White Fire Department protection area? Yes _____ No _____

Would your company allow you to respond to emergency calls during working hours?

Always _____ Usually _____ Rarely _____ Never _____

What are your regular hours of work? _____

Are you a shift worker? Yes _____ No _____

If so, please explain hours and days of work: _____

Are you normally available to respond to daytime emergencies? (Monday to Friday between the hours of 7 am and 6 pm) Always _____ Usually _____ Rarely _____ Never _____

If accepted by the Fire Department, you are required to attend weekly practices on Tuesday nights (approximately 6:30 pm to 8:30 pm) can you meet this requirement? Yes _____ No _____

Seasonal Positions (Applications must be received by November 15th for the current season)

How many seasons do you plan be on Big White? _____

Do you desire to pursue a career as a fire fighter? _____

Note: Seasonal positions are based on need, previous fire fighter training and experience. Seasonal positions may only be training positions and not paid-on-call members.

I, the undersigned, apply to enroll as a paid-on-call firefighter of the Big White Fire Department, and if accepted undertake to perform such duties as may be assigned to me by the Fire Chief, or his designated representative in authority of the Fire Department.

I verify that the information contained on this application form is true and accurate.

I hereby give consent to the Big White Fire Department to conduct verification of the information given, as required.

Signed: _____ Date: _____

*** Notice, you will have to provide prior to acceptance:**

1. Drivers Abstract
2. Medical Clearance
3. Criminal Record

Beneficiary information:

Name _____

Relationship _____

Contact information: Phone () _____ - _____

Address: _____

Candidate Name: _____

DEED OF RELEASE for PRACTICAL EVALUATION

I, the undersigned applicant, acknowledge that I have been warned that undergoing physical tests described in the application information can be dangerous to my health, if I am not in good health and physical condition. I hereby certify that I have satisfied myself that undergoing such tests will not be dangerous to my health. I further certify that I accurately completed the Physical Examination Readiness Questionnaire.

To the best of my knowledge, I do not at present have an illness or injury of any nature whatsoever.

In consideration of the local fire department considering my application for paid-on-call firefighter, I expressly agree that it is my sole responsibility to determine whether I can undertake such tests without danger to my health.

I release and discharge the Big White Fire Department from any and all claims, damages and actions of every nature for or in respect of anything done or omitted to be done in connection with the establishment or supervision of the physical fitness tests, or the advice as to their nature and possible danger to my health, whether or not such act or omission shall constitute negligence, and in particular from any and all injuries, including death, which may result from my performing or attempting to perform such tests.

IN WITNESS WHEREOF, I have set my hand this _____ day of _____, 20_____.

Signed in the presence of:

Witness

(Print full name)

(Signature of applicant)

Complete and return in person if selected for practical evaluation.

PRACTICAL EVALUATION READINESS QUESTIONNAIRE

For applicant's use and guidance, please present to Examiner at time of testing. This questionnaire is designed as a sensible first step to take if you are planning to subject yourself to the rigorous Physical Fitness Tests for firefighter applicants.

- | | Yes | No |
|---|-----|-----|
| 1. Have you ever been bothered by shortness of breath? | ___ | ___ |
| 2. Have you had frequent bouts of respiratory problems, such as influenza, asthma or pneumonia? | ___ | ___ |
| 3. Have you any back problems that would prevent you from lifting heavy objects? | ___ | ___ |
| 4. Has your Doctor ever said you have heart trouble? | ___ | ___ |
| 5. Do you often feel faint or have spells of severe dizziness? | ___ | ___ |
| 6. Do you frequently have pains in your heart or chest? | ___ | ___ |
| 7. Has a Doctor ever said your blood pressure was too high? | ___ | ___ |
| 8. Has your Doctor ever told you that you have a bone joint problem such as arthritis, that has aggravated by exercise, or might be made worse with exercise? | ___ | ___ |
| 9. Are you not in good physical shape and not accustomed to vigorous exercise? | ___ | ___ |
| 10. Is there any good reason not mentioned here why you should not undergo strenuous physical testing, even if you wanted to? | ___ | ___ |

<p>If you answered YES to one or more questions:</p> <p>a) Consult with your personal physician. Explain which questions you answered "Yes" to on this questionnaire and show your physician this sheet.</p> <p>b) You will not be allowed to participate in the practical evaluation unless you present a written statement from your physician indicating that you are cleared to participate.</p>	<p>The information will be used for the purpose of an operating program of the Big White Fire Department. If you have any questions about the collection and use of this information, contact the Fire Chief.</p>
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Signature

Print Full Name

Date

Complete and return in person if selected for practical evaluation.

Candidate Name: _____

Orientation

A question and answer period will be provided to allow applicants to clarify any questions they may have about the firefighter role, for which they are applying.

Sizing

Applicants will be issued turnout clothing before the start of the recruit class.

Administrative forms

Applicants will complete:

1. RCMP security check
2. Motor Vehicle Branch driving clearance abstract
3. They will be given a medical clearance form
4. You will be requested to have the medical completed and returned to the department
5. Payroll form for Direct Deposit
6. Gear issue and inventory

CONSENT FOR CRIMINAL RECORD SEARCH

POLICE AGENCY: R.C.M.P. FILE NO. _____
Full Name of Applicant: _____
Surname First Name Middle Name
Address: _____ Phone No: _____
Postal Code: _____
Birth Date: _____ Birthplace: _____

WHEREAS I have applied for MEMBERSHIP and I am required by the BIG WHITE FIRE DEPARTMENT to disclose whether or not I have any convictions or have been charged under any Federal or Provincial enactment; AND WHEREAS I understand that, if the BIG WHITE FIRE DEPARTMENT should decide any conviction or charge disclosed might preclude me from the function I have applied for, I will be given an opportunity to see and discuss that criminal record.
I, therefore, authorize R.C.M.P. (Police Agency) on my behalf to inquire into and determine whether or not I have a criminal record, and also make to the BIG WHITE FIRE DEPARTMENT a full and complete disclosure of any criminal record they may find. To this end I herewith affix my signature.

SIGNATURE: _____ DATE: _____

AUTHORIZATION FOR FINGERPRINTING

If there is a requirement to verify that I do or do not have a criminal record, the police will require my fingerprints. Should they be required, I therefore, agree to voluntarily submit my fingerprints. I understand that my fingerprints will be returned to me after this check has been completed.

SIGNATURE: _____ DATE: _____

NOTE TO POLICE

The above-named applicant has consented to release information to the identified organization. Please check the applicant's record and indicate the results on this form. Please forward the completed form and fingerprints to:

Fire Chief, Big White Fire Department
P.O. Box 45004. Kelowna, BC V1P 1P3

POLICE USE ONLY - RESULTS OF RECORDS CHECK

RESULTS OF RECORDS SEARCH ARE MERELY A RECORD, OR LACK OF, OF OFFICIAL CONTACT WITH POLICE AGENCIES, NOT AN AFFIRMATION OF GOOD CHARACTER.

- A search of:
- 1. The Central Repository for Criminal records for Canada;
 - 2. The index of _____ in the above name and birth date shows-
_____ No record
_____ A record exists on local index, and a copy, certified by the applicant is attached
_____ A Central Repository Record may exist, but cannot be disclosed unless verified by Fingerprint comparison.

Name and Signature

Badge Number

Candidate Name: _____

PAID-ON-CALL FIREFIGHTER MEDICAL EXAMINATION

Surname: _____ **Given Names:** _____

EXAMINING PHYSICIANS PLEASE NOTE

The medical examination to be performed is to determine if the applicant has maintained an acceptable level of fitness to perform as a firefighter and has not contracted any disabling disease or disability to prevent effective functioning as a firefighter.

The physician shall determine, using any testing procedures felt necessary, if the applicant is fit for active firefighting duties so that firefighters will not jeopardize themselves and other personnel that they may come in contact with while performing their duties. To function as a member of the fire department, it is essential that the applicant be physically and mentally fit to perform the many and varied duties of a firefighter.

The fee for the service of the physician for this examination is the responsibility of the applicant.

1. Height _____ Weight _____ B.P. _____ Posture _____

2. Vision: Without glasses R.20/ _____ L.20/ _____
With glasses R.20/ _____ L.20/ _____

3. Hearing: R. _____ L. _____

4. Oral Hygiene: Good Fair Poor

5. History of previous illness: _____

6. Is there any evidence of:
- | | | |
|-------------------------|-----------|----------|
| a. Hernia | Yes _____ | No _____ |
| b. Asthma | Yes _____ | No _____ |
| c. Fainting spells | Yes _____ | No _____ |
| d. Dizziness | Yes _____ | No _____ |
| e. Allergies | Yes _____ | No _____ |
| f. Arthritis | Yes _____ | No _____ |
| g. Back trouble | Yes _____ | No _____ |
| h. Infectious Hepatitis | Yes _____ | No _____ |
| i. Tuberculosis | Yes _____ | No _____ |
| j. Heart trouble | Yes _____ | No _____ |
| k. Epilepsy | Yes _____ | No _____ |
| l. Hypertension | Yes _____ | No _____ |
| m. Diabetes | Yes _____ | No _____ |
| n. Respiratory trouble | Yes _____ | No _____ |

If yes, please specify: _____

Candidate Name: _____

7. Details of any physical impairment. (Please be specific).

8. Is this your first contact with the patient? Yes____ No____
If no, how long have you treated the patient?_____

9. Does applicant have any nervous problem? Yes____ No____
If yes, please specify._____

10. Does applicant have any alcohol or drug problems? Yes____ No____
If yes, please specify:_____

11. Is the applicant taking any regular medication? Yes____ No____
If yes, please specify:_____

12. In light of your examination findings and the guidance of this form

**DO YOU CONSIDER THE APPLICANT PHYSICALLY AND MENTALLY CAPABLE OF
PERFORMING THE DUTIES OF A FIREFIGHTER?**

Yes_____ No_____

Date: _____

Signature of Physician

Physician: _____

Mailing address: _____

City/Postal Code: _____

Telephone Number: _____

Fellow Citizen:

As Fire Chief of the Big White Fire Department, I am committed to providing the most effective and most efficient fire protection for our area. You will find that participation as a paid-on-call or seasonal member of our service (what the public may think of as a "volunteer") will bring personal rewards and satisfaction, raise self-esteem and give you a tremendous sense of accomplishment for a job well done. It will also provide Big White fire protection area with a valuable service.

Service as a paid-on-call member of our department requires a serious commitment, however your decision to join us should not be made quickly. Careful consideration should be made of the many factors associated with becoming a member of the fire department. This brochure has been developed to provide the information needed to help you understand this commitment and to assist you in making your decision.

Once you understand what is involved in being a paid-on-call member of our department, you may find that you are able to make the commitment we need. The service provided by our fire department is truly valuable to the citizens of the Big White fire protection area, and I hope you are able to contribute to our public safety.

Deputy / Fire Chief
Big White Fire Department

THE NATURE OF OUR BUSINESS

The fire and rescue service is one of the most diverse and challenging professions known today. It is this diversity that inspires men and women to enter the service, as volunteers, Paid-on-call firefighters or career employees. Imagine having to train to prepare yourself to cope with situations that range from structure fires to motor vehicle accidents to hazardous chemical spills to heart attacks, and almost any other possible emergency situation in between. This diversity is coupled with the fact that these skills may be needed at any time of day, seven days a week, in any kind of weather, and very often under potentially stressful and emotional circumstances. These factors contribute to our profession being personally very rewarding.

Our primary goal is to protect the public; this is accomplished in two ways:

- 1) The first is to prevent fire emergencies from occurring. This is done through fire prevention, inspections, fire safety education and code enforcement programs.
- 2) Secondly, we are here to prepare ourselves to control fire emergencies and assist at medical emergencies. This is done through education, training, pre-incident planning, more training, state-of-the art equipment and more training. We are a paramilitary profession working in a "hurry up and wait" environment.

This business is not for everyone, you need more than just a desire to help people. You also need courage and dedication, assertiveness and a willingness to learn new skills and face new challenges. The fire and rescue service is not for the meek or timid or for those who lose control of their emotions during times of crisis. Our service is one which calls on its members to perform hot, sweaty, dirty, strenuous work, often in uncertain and hazardous environments.

The personal rewards and satisfaction received from the fire and rescue service are often beyond description. There is a sense of accomplishment after controlling a building fire, joy and elation when a child is rescued, compassion for accident victims and fulfillment in teaching fire safety. The list goes on and on.

The bottom line in our business is measured by the loss of life, pain and suffering, and property damage we have prevented and reduced. We exist and are prepared for one reason only - to provide service to the community.

If you feel you have what it takes to meet the challenges of our business, we welcome you to join us.

Profile:

The Big White fire department is a combined service consisting of 3 full time members and 25-30 paid-on-call members.

Mission Statement:

We commit ourselves to preserving life and property by providing Fire Prevention, Emergency Planning, public Education and responding to emergencies within our community. We dedicate ourselves to the safety, security and well being of our members.

Organization:

The fire department operates under the direction of the Fire Chief who is responsible to the Regional District of Kootenay Boundary.

In order to deliver the services needed to accomplish the above-stated mission statement, the department is organized into four major divisions:

- Operations - responsible for the delivery of emergency services for fire and rescue, as well as backup emergency medical services.
- Fire Prevention - responsible for inspections, plan reviews, permits, investigation, and public education.
- Administration - responsible for finance, planning, logistics, and to provide support to other divisions.
- Training - responsible for achieving and maintaining the skills and expertise to accomplish the department's stated mission.

Operations:

The Big White fire department responds to approximately 250 calls per year, ranging from structure fires to grass fires, from rope rescues to auto extrication, also public assists, false alarms and to assist the BC ambulance service by providing first responder care.

Paid-on-call firefighters:

Paid-on-call firefighters directly participate in all department operations. Men and women who are in good physical condition, and have the desire to participate in emergency activities, are eligible to apply for any opening.

Training and Participation:

Over the years, the Fire Service has evolved into a public safety agency providing highly technical and diverse services. The general public has come to rely on the fire department as the "first responder", not only when live and property are threatened by man-made and natural disasters, but for seemingly smaller problems as well.

In order to ensure that all members of the department are prepared to deliver the best level of services required, training standards have been developed to provide each member with the needed skills, knowledge and abilities necessary to deliver fire and emergency first aid service to the citizens of the fire protection area.

Training Requirements - Recruits and Probationary Firefighters:

All paid-on-call members entering the department, regardless of prior training or experience, must complete the JIBC Basic Fire Fighter Training Program or other Training Programs taught by the department. They then work for three months on probation, prior to being accepted as full members of the department.

Firefighters:

All paid-on-call members of the department participate in the Fire Service training program, writing the examinations on 7 subjects over a number of months to achieve a Basic level of Fire Fighter . Members are expected to attend a minimum of 70% of the weekly practices each year. Individuals who have the desire to increase their skills are provided with the opportunity for advance training in subjects such as driver operator and auto extrication.

QUESTIONS ASKED MOST OFTEN BY PROSPECTIVE PAID-ON-CALL MEMBERS

- Q. What is the cost of the required training?**
A. The required training for paid-on-call firefighters is provided by the department free of charge. Transportation to and from accredited additional training is funded by the department.
- Q. How much will I have to pay for my protective clothing?**
A. All required protective clothing is provided by the department, at no cost to the individual.
- Q. What is the format of the paid-on-call member's training schedule?**
A. The Recruit Training program is spread over a 12 week period. Training will require week nights and may include some full day weekends. Entry level CPR and First Responder Training is handled in a similar manner.
- Q. Who provides insurance coverage for my activities as a paid-on-call firefighter?**
A. Normal Work Safe BC coverage is in effect whenever the individual is working for the department. The Big White Fire Department also has insurance coverage for auto liability when operating department vehicles, as well as accidental death and disability coverage. The department also has a special life insurance policy for all members.
- Q. Are paid-on-call firefighters directly paid in any way?**
A. Paid-on-call firefighters are paid for required training and for all emergency call outs at the rate set by the fire budget, from time to time.
- Q. After my initial training, how much time will I be expected to give as an active member?**
A. While the exact time requirements vary, the average training and call out time is at least 18 hours per month. There is no ceiling on how much you can participate in optional duties such as tours and public education, as well as officer positions.
- Q. How often will I be on call to respond to emergencies?**
A. Our system depends upon paid-on-call firefighters being available to answer all emergencies. The department therefore expects that paid-on-call firefighters, when in their fire protection area, will be on call 24 hours a day, 7 days a week, 365 days a year. This is a major commitment that needs careful consideration before you undertake it. The department realizes that no one can be available all of the time, but it relies on the commitment from paid-on-call members to respond whenever they are available. Potential members should be aware that this commitment cannot be taken lightly; their response to emergencies is a lifeline to the public that they serve.
- Q. How quickly will I have to respond to emergencies?**
A. The department would normally expect that all available members would respond immediately to a page out. Our policy calls for paging a second call, if we have not had a response within three (3) minutes. Normally, the first apparatus is enroute within that time.
- Q. How long do emergency call outs last?**
A. The average call out last less than an hour. A working structure fire may extend to 3 to 4 hours. Major, multi-alarm fires may last 8 to 10 hours. Very rarely, a major emergency may extend for days.
- Q. If I have prior fire/rescue training and experience, will it count towards the district's training requirements?**
A. Prior training will likely reduce the time necessary to develop the minimum skills that the department looks for in its paid-on-call firefighters, but participation in all programs is still required in order to demonstrate your proficiency.

- Q. It is possible for me to concentrate my participation and specialize in one area of fire department response?**
- A. All paid-on-call members are generalists, capable of doing any of the fire or rescue tasks that may occur at an emergency. Specialist training is provided, but not to the exclusion of the requirement to be able to participate in all department activities.
- Q. Is there a medical and physical examination prior to acceptance by the department?**
- A. There is a medical and physical examination. Your doctor must complete a form provided by the department. In addition, you may be tested to the Canadian Fitness standard by a consultant hired by the department, but only if the standard is used by the department.
- Q. Will there be written or physical tests prior to acceptance by the department?**
- A. Yes. You will be required to perform a series of physical tests to ensure that you are capable of doing the task required as a firefighter.
- Q. How are the paid-on-call members integrated with career employees?**
- A. Operation procedures dictate the training levels required in the department, and these standards apply to both paid-on-call and career members. In training and at emergency scenes, paid-on-call and career members operate without distinction.
- Q. Can a woman be a firefighter with the department?**
- A. Yes. We currently have or have not women firefighters. There is nothing in our policies or training that prohibits a woman from being a paid-on-call or full-time member of the department.
- Q. Is there a social aspect to belonging to the fire department?**
- A. Yes. In addition to the contribution to the community, firefighters often find a personal satisfaction in belonging to the fire department community. Members participate regularly in fire stations socials and dances, as well as department related activities such as golf tournaments, hose coupling competition and community projects.

GENERAL DUTIES AND REQUIREMENTS - PAID-ON-CALL FIREFIGHTER

1. Paid-on-call firefighters report to the Fire Chief, Deputy Fire Chief or Duty Officer.

Nature and Scope of Work

2. Firefighters are responsible for the combating, extinguishing, and preventing of fires and saving of life and property within their fire protection area. They participate in training as required by the department training program. They also participate in fire inspections and fire prevention programs as assigned.

Illustrative Examples of Duties

3. Without restricting the general nature and scope of the work, the following are illustrative examples of work which may be expected of a paid-on-call firefighter:
 - a) is prompt at all meetings and practices
 - b) abides by fire department procedures, rules and regulations
 - c) attends promptly when the alarm is sounded
 - d) lays and connects hose, directs water streams, raises and climbs ladders, as well as uses portable extinguishers, self-contained breathing apparatus, and other firefighting, rescue, safety tools and equipment
 - e) searches for and rescues persons from danger and administers first aid to the injured
 - f) ventilates premises to release heat and smoke; places salvage covers to prevent water damage
 - g) drives and operates motor driven firefighting equipment
 - h) receives and records telephone and other types of emergency alarms
 - i) remains at the scene of an emergency or call out unless given permission to leave by the officer in charge
 - j) returns to the hall after calls and practices to assist in cleaning of equipment and making the apparatus and equipment ready for the next alarm; reports the loss or damage of apparatus or equipment
 - k) cleans and maintains personal protective equipment and ensures it is ready for use
 - l) records attendance for alarms and practices
 - m) serves on committees as elected or appointed
 - n) makes recommendations to the Fire Chief for the good of the department
 - o) partakes of training as directed by the Deputy Chief Training
 - p) performs related duties as required

Required Training and Experience

4. The following are the required training and experience for this position:
 - a) Successful completion of department recruit training program BC Basic Firefighter Certificate.
 - b) First Responder Level 3 with endorsements
 - c) Frontline Driver Training Course
 - d) ICS 100