



# The Blue Mountains Fire Department Volunteer Firefighter Recruit Orientation Guide

## **IF YOU....**

**Want to help others and serve in your community**

**Enjoy working as a team**

**Enjoy continuous learning**

**You may be an ideal candidate for a challenging career as a volunteer firefighter**



# Contents

---

Foreword.....	4
Vision of The Blue Mountains Fire Department .....	5
The Nature of Our Business .....	5
Overview of The Town of The Blue Mountains .....	6
The Blue Mountains Fire Department .....	6
Organization.....	7
Division of Administration: .....	7
Division of Apparatus, Equipment and Communications:.....	7
Division of Fire Suppression or Operations: .....	7
Division of Fire Prevention:.....	7
Division of Training: .....	7
Primary Objectives of The Fire Department .....	8
Training and Participation.....	9
Remuneration .....	9
Minimum Requirements for Application:.....	10
Other Desirable Skills .....	10
Training Program .....	11
Training Requirements.....	11
A. General .....	11
B. Recruit Awareness.....	11
C. Recruit Operations .....	11
D. Probation.....	11
E. Firefighter—General Level – FFI & FFII .....	12
F. Ongoing training.....	12
Job Description.....	13
A. Position Summary .....	13
B. Key Duties and Responsibilities.....	13
C. Job Details .....	14
D. Education and Experience:.....	14
Recruit Selection Process.....	16
Stage 1: Application Submissions .....	16
Stage 2: Aptitude Appraisal (30 hours, self-directed learning online) .....	16
Stage 3: Medical Examination.....	17
Stage 4: Job Specific Physical Appraisal .....	17

Stage 5: Interview .....	17
Selection and Acceptance .....	17
Application Deadline.....	18
Volunteer Firefighter Application: .....	19
Application for the Position of Volunteer Firefighter .....	19
Volunteer Firefighter Medical Examination Report: .....	24
Employee / Candidate Authority to Release Information: .....	26
Memorandum of Understanding and Agreement:.....	27

# Foreword

---

Interested in serving your community through emergency response, education, awareness, and fire prevention services? The Town of The Blue Mountains Fire Department relies on volunteer members that are committed to delivering its services and ensuring public safety. The rewards of this role are vast; from personal satisfaction, growth and learning opportunities, to the opportunity to save lives.

Serving your community as a volunteer member of The Blue Mountains Fire Department requires a serious commitment and willingness to be part of a team. The decision to apply is not one that should be made lightly and the information in this handbook will aid you in making the most educated and informed choice. Please review it thoroughly to learn what is expected of successful applicants, including, but not limited to: training and participation requirements, key duties and responsibilities and answers to many commonly asked questions.

The Fire Department plays an integral role in maintaining the highest level of personal safety and property protection to our community. Your commitment to the community as a volunteer member of the Fire Department is highly valued by the Town, its residents, visitors, and businesses.

# Vision of The Blue Mountains Fire Department

To provide the citizens of The Blue Mountains with proactive, effective, and efficient delivery of fire, rescue, public education and fire prevention services, through a unified forward-thinking organization with good morale and with the highest standards of personnel safety, fairness and professionalism.

## The Nature of Our Business

The responsibilities of the Town of The Blue Mountains Fire Services are two-fold: fire prevention and fire control. Both demand focus, commitment, and a calm demeanour during times of crisis. This line of work is not for the faint of heart. It can be strenuous, hazardous, and required in all weather conditions, at any time of day or night. It is one of the most diverse and challenging professions, requiring a specific physical fortitude and mental focus to succeed.

The Fire Services members in the Town of The Blue Mountains are trained in the following areas to meet the needs of our community:

- Auto Extrication
- Cold Water Rescue
- High Angle Rescue

In an ideal world, fire prevention efforts such as inspection, fire safety promotion, education, and fire code enforcement programs, would eliminate the risk of fire entirely. This is not realistic, and our team needs to be prepared to meet the demands of any and all emergency situations in the Town of The Blue Mountains.

The diversity of work, training opportunities, camaraderie among its members and respect from the community are among what attracts applicants to become a volunteer member of the Fire Department.

The decision to apply and commit to this line of work goes beyond you; your family must support your decision and its impact on them. Emergencies don't take place on a schedule and may interrupt time with your family. Your employer must also support your decision and its impact on them. This could include, but is not limited to:

- Fatigue from emergency responses outside of work hours
- Responses during work hours
- Occasional training requirements that occur during work hours

The success of our business is measured by fire prevention and reduction of harm to people and property in our service area. We strive to maintain a professional image while providing a safe, reliable and cost-effective service to the residents, visitors and businesses of our community.

If you have a strong desire to help others, work as a team, serve your community and are keen to learn new skills, face challenges and remain calm under pressure, we invite you to apply to be a member of the Fire Services team in the Town of The Blue Mountains.

# Overview of The Town of The Blue Mountains

The Blue Mountains is a municipality formed from the amalgamation of Collingwood Township and Thornbury in 1998. The area encompasses 300 square kilometers of varying terrain and borders on the shores of Georgian Bay. The four-season recreational community is home to 9,390 full time residents and 8,000 part time residents. At peak times, the estimated number of day visitors to The Blue Mountains is 15,000, bringing the estimated day population to 30,000.

## The Blue Mountains Fire Department

The Town of The Blue Mountains Fire Department is a composite department consisting of 2 fire stations, 8 full time personnel, and 48 volunteer Firefighters. Station 1 (headquarters) is located in Thornbury and Station 2 is located in Craigeith at the base of Blue Mountain. Twelve fulltime personnel staff the 2 stations during normal business hours Monday to Friday. They include Chief, Deputy Chief, Chief Fire Prevention Officer, Training Officer, 6 Fire Prevention Inspectors and an Administrative Assistant/CEMC.

The volunteer compliment is made up of 24 volunteer Firefighters at each station which includes 4 captains and 2 lieutenants.

The Fire Department responds to approximately 350 calls per year between the 2 stations, which include shore based ice water rescue, remote area rescue, high/low angle rescue, fires, motor vehicle accidents and some medical emergencies. Apparatus includes 2 pumper/rescues, 2 pumper, 2 tankers, 1 aerial, 5 support vehicles for transporting personnel and additional equipment, 2 all-terrain vehicles for remote rescues and zodiac for near shore water rescue.

# Organization

---

A typical Fire Department is composed of a variety of divisions and functions. Firefighters are often required to fulfill responsibilities from a number of the divisions and functions.

## Division of Administration:

- Prepare, deliver, and implement budgets, reports, planning and policy development.

## Division of Apparatus, Equipment and Communications:

- Purchase and maintenance of apparatus, equipment, and communication services.

## Division of Fire Suppression or Operations:

- Prevent, control and extinguishment of fires.
- Perform rescue and salvage operations.
- Respond and assist at such emergencies as may be required.

## Division of Fire Prevention:

- Conduct inspections.
- Enforce Ontario Fire Code.
- Public education functions.
- Investigate fires.

## Division of Training:

- Administer training program in keeping with the National Fire Protection Association Professional Qualification Standards, Ontario Specific.

# Primary Objectives of The Fire Department

---

In order to achieve the goals of the Fire Department the following objectives have been established:

1. Identify and review the fire services requirements of the municipality.
2. Provide an administrative process consistent with the needs of the department.
3. Ensure that the firefighting equipment and operating personnel are available to provide adequate response to a citizen's call within a reasonable length of time.
4. Provide department training to an accepted standard which will ensure the continuous up-grading of all personnel in the latest techniques of fire prevention, firefighting, and control of emergency situations and to cooperate with other municipal departments with respect to management training and other programs.
5. Provide a maintenance program to ensure that all fire protection apparatus, including all equipment, is ready to respond to emergency calls.
6. Provide an effective fire prevention program to:
  - a. Ensure compliance with applicable municipal, provincial, and federal fire prevention statutes, codes and regulations.
  - b. Reduce and/or eliminate fire hazards.
7. Develop and maintain effective public information systems and educational programs, with particular emphasis on school fire safety programs.
8. Ensure in the event of a major catastrophe in the municipality, assistance to cope with the situation is available from outside departments and other agencies.
9. Develop and maintain a good working relationship with all federal, provincial, and municipal departments, utilities and agencies related to the protection of life and property.
10. Interact and cooperate with other departments of the Corporation respecting the aspects of fire or any given program.



# 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 life and property are threatened by man-made and natural disasters, but for seemingly smaller problems as well.

To ensure that all members of the Fire 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 services to the citizens of the municipality.

In keeping with Directives from the Ontario Fire Marshal’s Office the Blue Mountains Fire Department trains to the requirements of the National Fire Protection Association (NFPA) Professional Qualifications Standards. This format of training involves a great deal of reading and self-directed learning on the part of the Firefighter. Firefighters must successfully complete in-house knowledge and performance-based testing within the two levels (Firefighter I & II) of the NFPA curriculum Ontario specific within a 2-year time period.

Training occurs every Monday night (with the exception of holidays), starting at 1900 and running for approximately 2 hours. A minimum of 75% attendance rate is required at regular training nights by all volunteer Firefighters. Additional on-site training is also offered as available throughout the year which includes but is not limited to first aid, pump operations and specialized rescue operations. Firefighters are also encouraged to participate in off-site courses such as those offered by the Ontario Fire College, located in Gravenhurst.

On average, a person could expect to commit ten hours per week to the Fire Department. This would not include the first 1 to 2 years where a great deal more time in self-directed learning will be expected.

Firefighters and probationary Firefighters must attend a minimum of 50% of emergency responses. Firefighters are also required to participate in on call weekends which may include holidays. This schedule generally requires a 1 weekend in 4 commitment.

## Remuneration

Even though you are a volunteer Firefighter, you are compensated from a three stepped grid as follows:

- Step 1 - Recruit upon successful completion of training \$1,100.00 and then \$20.00/hour for emergency response and attending training
- Step 2 - Probationary training/response at \$23.00/hour
- Step 3 - IFSAC/Pro Board Certified as Firefighter I at \$31.64/hour and Firefighter II at \$33.40/hour
- On call per 24-hour period at \$172.26 per weekend
- Completion of Probationary period/minimum 2 years’ service – benefit package
- All progressions are based on satisfactory TBM evaluation.

## Minimum Requirements for Application:

- Resident of The Town of The Blue Mountains or as approved by the Fire Chief
- Valid Driver's License and Clean Drivers abstract
- Commitment to personally acquire a full DZ license within 2 years of hire
- Medical Certificate – Completed by Applicant's Doctor. All costs associated with this requirement are the sole responsibility of the applicant. Costs associated with medical certificates will be reimbursed upon successful completion of the 100-hour Recruit Program.
- Insurable, under the Corporation's fleet policy.
- Be able to communicate in English both in speaking and writing.
- Effective verbal and listening communication skills
- Strong written and record keeping skills Able to pass a criminal background check- not having any criminal convictions for which a pardon has not been granted
- A reliable means of transportation to respond to alarms
- Employer Waiver – required to be signed by the employer at the time of application. The Memorandum of Understanding (included in this package) will demonstrate the employers' willingness to permit the applicant to respond to emergencies and training during work hours.
- Provide a certificate of vulnerable sector screening and a check of the Pardoned Sexual Offender Database completed by the applicant's local police service. This isn't required until the end of the Stage 5 interview.

## Other Desirable Skills

- First-Aid training
- C.P.R. training
- Previous firefighting experience
- Demonstrated commitment (i.e. volunteer service)
- Bilingual (French/Other)
- Related experience (Nursing, Carpentry, Mechanics)
- Previous Pertinent Training (i.e. Workplace Hazardous Materials Information System, Ontario Health & Safety Act)

# Training Program

---

## Training Requirements

### A. General

---

Recruit Training is divided into 2 sections:

- 50-hour Recruit Awareness level training – do not attend emergency responses
- 60-hour Recruit Operations level training – may attend emergency responses with supervision and appropriate signoffs.

All training utilizes National Fire Protection Agency (NFPA) 1001 requirements for Firefighter I Ontario specific.

### B. Recruit Awareness

---

All volunteers entering the system complete a recruit training program taught by departmental instructors regardless of whether the individual may have previous training or experience. The training will occur on from approximately 08:30-13:00hours. A large portion of this training will include self-directed learning involving extensive reading outside of normal training hours. The recruit must attend 100% of the training sessions and successfully complete each component.

### C. Recruit Operations

---

Volunteers successfully completing all components of the Recruit Awareness training will then move on to operations training. The training will occur on Monday evenings starting at 1900 and going for approximately 2 hours in conjunction with regular training nights. A large portion of this training will include self-directed learning involving extensive reading outside of normal training hours. The recruit must attend 100% of the training sessions and successfully complete each component. This will include classroom and practical training focusing on Fire Ground Operations in accordance with the requirements of NFPA FFI and FFII. The recruit will also begin responding to fire calls to assist fully qualified Firefighters, when proper supervision is provided. Recruit designated Firefighters may not enter burning buildings, participate in activities requiring advanced training, or be subjected to hazardous environments.

### D. Probation

---

Recruits successfully completing Recruit Operations will be promoted to Probationary Firefighters. In this role, they will continue to hone their fire ground skills. They will respond on front line apparatus and work under the direct supervision of qualified personnel. The Probationary period for each individual Firefighter will be determined by their advancement through the NFPA requirements for FFI and FFII but shall not be less than one year. A large portion of this training will

continue to include self-directed learning involving extensive reading and some practical training outside of normal training hours.

### **E. Firefighter—General Level – FFI & FFII**

---

This is an ongoing nationally recognized training program from the National Fire Protection Agency Standards. A large portion of this training is self-directed learning and requires passing grades for knowledge-based tests and performance-based tests to demonstrate the Firefighter can perform the job safely and effectively. This training is supplemented by additional training that is conducted within the Fire Department, the Ontario Fire College, and other outside agencies. A large portion of this training will continue to include self-directed learning involving extensive reading and some practical training outside of normal training hours.

### **F. Ongoing training**

---

All Firefighters will be required to remain current in their level of training through annual recertification, knowledge based and performance-based testing. Specialized training both in house and off site will be offered to all personnel.



# Job Description

---

**Department:** Fire Services

**Reports To:** Deputy Fire Chief

**Date Approved:** October 2020

**Job Grade:** Volunteer Firefighter Pay Scale

---

## A. Position Summary

---

- Working as part of a team, under the direction of the Fire Services division, providing first response, fire suppression, rescue and specialized operations as required.

## B. Key Duties and Responsibilities

---

- Participate in regularly scheduled training sessions and maintain a minimum of 75% attendance rate.
- Maintain a minimum attendance rate of 50% to emergency incidents.
- Travel time from your residence shall not exceed 5 minutes to reach the fire hall. Exceptions to this can only be approved by the Fire Chief and Deputy Chief.
- Performs fire ground operations within the Town of The Blue Mountains Fire Department incident management system, so that lives are protected and property loss and damage to the environment is minimized:
  - Recognizes hazards to prevent injuries to patients or rescuers
  - Secures water supplies
  - Advances hose lines
  - Operates portable pumps
  - Performs search and rescue operations
  - Carries positions, raises and climbs ground ladders
  - Ventilates structures
  - Extinguishes vehicle, structural, ground fires
  - Conducts salvage operations
  - Overhauls fire areas
  - Performs other duties as assigned
- Performs rescue operations within the Town of The Blue Mountains Fire Department incident management system so that the patient is removed from an area of danger to an area of safety while preventing injury to the rescuer or patient:
  - Performs vehicle extrication

- Secures area of structural collapse
- Performs confined space rescue
- Performs industrial rescue
- Performs land-based water rescue.
- Provides emergency patient care
- Responds to incidents as a first responder
- Performs Firefighter safety practices so that safety of Firefighters is maintained according to applicable legislation, standards, and Fire Department operating guidelines.
- Operates fire apparatus as required by the Ontario Highway Traffic Act, Town of The Blue Mountains Fire Department Standard Operating Guidelines and within the vehicles design
- Maintains equipment in accordance with Standard Operating Guidelines
- Assists with fire prevention and public education programs as directed.
- Maintain the physical strength and agility to perform hard work and operate all firefighting/rescue apparatus and equipment, as well as safety equipment under adverse conditions, frequently, for prolonged periods of time.

## C. Job Details

---

### Hours of Work:

- Available to respond as a volunteer Firefighter to emergencies 24 hours a day, 7 days a week (must attend a minimum of 50% of emergency responses)
- Weekly training sessions Monday evenings 19:00 lasting approximately 2 hours
- On call weekends and holidays approximately 1 in 4

**Direct Reports:** N/A

**Overtime:** N/A

**Driver's License** Required: Yes Class: D with Z Endorsement

## D. Education and Experience:

---

- Agility and strength to perform prolonged and arduous work under adverse condition as determined by the Candidates' Job Specific Physical Appraisal.
- Ability to pass medical exam
- Holder of a valid Class D licence complete with Z endorsement (must obtain within 2 years of hire)
- Not have any criminal convictions for which a pardon has not been granted.
- Ability to make decisions and to react calmly and quickly in emergency situations.
- Able to communicate in English both in speaking and writing
- Possess good mechanical aptitude

- Strong written and record keeping skills
- Effective verbal and listening communication skills
- Able to work in a highly structured work environment and follow the rules, regulations and procedures
- Possess qualities necessary to perform team tasks
- Ability to perform tasks in confined spaces
- Ability to make decisions and to react calmly and quickly in emergency situations.
- High School Diploma or approved equivalent
- Ability to talk effectively with people in different situations
- Stress management skills
- Possess cultural awareness and sensitivity
- Basic computer skills and ability to access a device to use for completing online training and communicating by email with the Fire Services department.

# Recruit Selection Process

---

The selection process will consist of the following components:

- Stage 1 - Application Review
- Stage 2 - Aptitude Appraisal
- Stage 3 - Medical Examination
- Stage 4 - Job Specific Physical Appraisal
- Stage 5 – Interview

## Stage 1: Application Submissions

All applicants are required to submit a completed **Application for Volunteer Firefighter** form and a **resume** to the Fire Chief or Deputy Chief. Applications will be accepted throughout the year. An application form is included in this package.

Applications will be reviewed with priority being given to those applicants who demonstrate the following:

- Employment or residence within the municipality and/or reasonable response time to the fire station
- Current First Aid and CPR Certificates
- Valid Class DZ Driver's License with a clean abstract
- Permission to leave place of employment to respond to alarms
- No criminal record
- Employer support

A review of applications will be completed annually, and selected applicants will be notified by telephone and in writing at which time they will have the opportunity to advance to Stage 2 of the selection process.

## Stage 2: Aptitude Appraisal (30 hours, self-directed learning online)

This stage of the pre-employment process will require the applicant to complete 5 online modules relevant to NFPA 1001. Approximately 4 weeks will be provided to complete this task. The exercise will provide the applicant with an example of the knowledge-based learning component. The module will include study materials and all associated knowledge testing. Upon completion of your assignments, they will be submitted electronically for review by the Training Division.

Stage 2 will measure the applicants:

- Ability to understand written and/or verbal information.
- Technical and mechanical skills.
- Reading, reasoning and mathematical skills.



A review of results of the aptitude appraisal will be conducted and applicants who qualify will have the opportunity to advance to Stage 3 of the selection process.

## Stage 3: Medical Examination

Medical exam reports by a physician must be presented prior to the job specific physical appraisal. All costs associated with this requirement are the sole responsibility of the applicant.

The examination is to determine, if in the opinion of the physician, the applicant is medically fit to be an active Firefighter. A **Volunteer Firefighter Essential Job Tasks** is included in this package; please ensure that it is forwarded to the physician at the time of your medical examination. A **Medical Examination Report** form is included in this package.

Selected applicants who provide a satisfactory Medical Examination Report will have the opportunity to advance to Stage 4 of the selection process.

## Stage 4: Job Specific Physical Appraisal

Selected applicants will have the opportunity to complete the job specific physical appraisal component. The tasks are designed to reflect job related tasks required in the performance of firefighting duties. The purpose of this analysis is two-fold, primarily to provide you with a realistic idea of incident tasks you will be expected to perform and to provide the Fire Department with a base of skills pertinent to each candidate to plan future training evolutions as required.

Applicants will be required to submit a completed Consent Waiver and Release Form for participation in the job specific physical appraisal.

Sample tasks include:

- Climbing an extension ladder
- Uncouple & couple a hose connection
- Search an area to retrieve an object with a S.C.B.A. and a darkened face mask
- Lift and carry a hose roll
- Hoist & lower equipment
- Advance a hose line

A review of results of the job specific physical appraisal will be conducted and selected applicants will have the opportunity to advance to Stage 5 of the selection process.

## Stage 5: Interview

Interviews for the position of volunteer Firefighter shall be conducted by a selection committee which will include the Fire Chief, Manager of Human Resources, Fire Chief, Deputy Fire Chief and any others the Fire Chief requires to attend in order to perform a fair evaluation.

## Selection and Acceptance

---

The selection of applicants is based on qualifications, and the ability to do the job as determined by the results of the recruitment process. The successful applicants will be contacted with an offer to undertake a training program in preparation for commencing actions as a volunteer

Firefighter with the municipality. Upon verbal acceptance, written confirmation will be forwarded providing a start date. The applicant will be required to sign and return the confirmation letter before undertaking the training program.

Successful applicants will be required to attend and successfully complete a recruit-training program. The duration of the program will be approximately 100 hours.

## **Application Deadline**

---

Application deadline is open with a closing date of October 1, 2022? at 16:30 p.m. Applications may be dropped off at Station #1, Station #2 or the Town of The Blue Mountains Municipal Office.

***We want to acknowledge the effort every applicant puts into the pursuit of being a Firefighter and the desire each possesses to assist in the protection of the Community.***

***Thank You for Considering Joining The Town of The Blue Mountains Fire Department***

### **Contact Information:**

Fire Chief, Steve Conn  
496916 Grey Road 2  
Thornbury, ON N0H 2P0  
Phone: 519-599-3131 ext 103  
[sconn@thebluemountains.ca](mailto:sconn@thebluemountains.ca)

Interim Deputy Fire Chief, Matt Poliziani  
496916 Grey Road 2  
Thornbury, ON N0H 2P0  
Phone: 519-599-3131 ext 104  
[mpoliziani@thebluemountains.ca](mailto:mpoliziani@thebluemountains.ca)

To Apply visit The Town of The Blue Mountains Website -  
<https://www.thebluemountains.ca/resident-services/fire-services-law-enforcement/fire-services-safety/firefighter-recruitment> or email [bluefirerecruit@thebluemountains.ca](mailto:bluefirerecruit@thebluemountains.ca)



# Town of The Blue Mountains Fire Department

P.O. Box 548, 496916 Grey Road 2  
 Thornbury, ON N0H 2P0  
 Phone: 519-599-3131

## Volunteer Firefighter Application:

### Application for the Position of Volunteer Firefighter

Name: (First, Initial):		Name (Last):	
Address:			
City and Province:		Postal Code:	
Phone Number:		Cell Number:	

### Employment Requirements

*Current Driver Abstract Required – Please Attach to This Application*

### Education

*Attach additional pages of Education and Training as needed*

*High School / Vocational School / College / University*

Name of Institution	Year Completed	Level Completed	Major/Specialization

*Courses / Certificates / Specialized Skills / Trades*

Description	Date



# Town of The Blue Mountains Fire Department

P.O. Box 548, 496916 Grey Road 2  
Thornbury, ON N0H 2P0  
Phone: 519-599-3131

## Employment Experience

### Present Employer:

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Position Held: \_\_\_\_\_

Date Employed: From: \_\_\_\_\_

To: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Outline your duties/Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

May we contact the Supervisor indicated above: Yes  No

### Previous Employer:

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Position Held: \_\_\_\_\_

Date Employed: From: \_\_\_\_\_

To: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Outline your duties/Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

May we contact the Supervisor indicated above: Yes  No



# Town of The Blue Mountains Fire Department

P.O. Box 548, 496916 Grey Road 2  
Thornbury, ON N0H 2P0  
Phone: 519-599-3131

## Other Related Experience

Do you have previous firefighting experience?      Yes       No

If yes: # of Yrs: \_\_\_\_\_ Position: \_\_\_\_\_

Explain: \_\_\_\_\_

Do you have previous military or police service?      Yes       No

If yes: # of Yrs: \_\_\_\_\_ Position: \_\_\_\_\_

Explain: \_\_\_\_\_

Do you have previous volunteer experience?      Yes       No

If yes: # of Yrs: \_\_\_\_\_ Position: \_\_\_\_\_

Explain: \_\_\_\_\_

First Aid Course – Current Certificate      Yes       No

Drivers License - \_\_\_\_\_ Identify Class: \_\_\_\_\_

Have you had any experience or training in driving heavy vehicles?

Yes     No

Have you any other special driving skills or training (accident avoidance, skid control etc.)?

Yes     No

Explain: \_\_\_\_\_



# Town of The Blue Mountains Fire Department

P.O. Box 548, 496916 Grey Road 2  
 Thornbury, ON N0H 2P0  
 Phone: 519-599-3131

## Related Skills

Please complete this section even if a resume is attached. Please check the level or skill appropriate:

1. Some familiarity and competence.
2. Advanced amateur or post-secondary courses.
3. Certificates or professional experience.

Skill		Level		
		1	2	3
<input type="checkbox"/>	Automotive Mechanic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Lineman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Electrical Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Electronic Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Radio Communications Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Rescue Procedures – (Canadian Red Cross OR St. John’s Ambulance etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Firefighting Practices and Terminology – (Ontario Fire College OR Community College etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Pumps, Valves, Sprinkler Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Building Trades or Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Read Blueprints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Athletic or Sports Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Scuba Diving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Ice Water/Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Confined Space Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	High Angle Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Urban Search and Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Hazardous Materials Response	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	WHMIS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Occupational Health and Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Coaching/Teaching/Facilitation Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# Town of The Blue Mountains Fire Department

P.O. Box 548, 496916 Grey Road 2  
Thornbury, ON N0H 2P0  
Phone: 519-599-3131

Other

Do you have permission from your employer to leave your place of work immediately when the fire alarm sounds?

Yes  No

**\*\* Please complete and submit the attached Memorandum of Understanding**

Do you have a reliable means of transportation to respond to fire alarms?

Yes  No

List two professional (employer) references other than relatives and phone numbers:

---

---

List one-character reference:

---

Please provide any additional information or skills you feel may be pertinent to this position:

---

---

## Conditions of Employment

It is understood and agreed that any misrepresentation made by me in connection with this application will be sufficient cause for cancellation of the application and, if I have been employed, for separation from the Town of the Blue Mountains. I authorize the Human Resources Division to make such enquiries respecting the foregoing information as may be deemed necessary.

Date:

---

Signature of Applicant:

---

# Volunteer Firefighter Medical Examination Report:

In accordance with NFPA 1582 (Medical Program for Fire Departments) the following 13 essential job tasks will be required to meet the level of service provided to the local community by The Blue Mountains Fire Department. The job tasks are requirements of the Ontario Fire Services Standards for Firefighter. These job tasks shall be provided to the Physician at the time of the medical examination.

Performing fire-fighting tasks (e.g., hoseline operations, extensive crawling, lifting, and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions while wearing personal protective ensembles and self-contained breathing apparatus (SCBA), including working in extremely hot or cold environments for prolonged time periods.

Wearing an SCBA, which includes a demand valve-type positive-pressure facepiece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads.

Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and/or heated gases, despite the use of personal protective ensembles and SCBA.

Depending on the local jurisdiction, climbing six or more flights of stairs while wearing fire protective ensemble weighing at least 50 lb (22.6 kg) or more and carrying equipment/tools weighing an additional 20 to 40 lb (9 to 18 kg).

Wearing fire protective ensemble that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C).

Searching, finding, and rescue-dragging or carrying victims ranging from newborns up to adults weighing over 200 lb (90 kg) to safety despite hazardous conditions and low visibility.

Advancing water-filled hoselines up to 2<sup>1</sup>/<sub>2</sub> in. (65 mm) in diameter from fire apparatus to occupancy [approximately 150 ft (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.

Climbing ladders, operating from heights, walking, or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards.

Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.

Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens.

Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions.

Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hoselines and/or fixed protection systems (sprinklers).



Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.

# Employee / Candidate Authority to Release Information:

Applicant Name:

---

We appreciate your interest in The Town of The Blue Mountains

As part of our normal procedure for processing applications, an inquiry into your qualifications and suitability for the position may be conducted during the next few days. The inquiry typically concerns information on an applicant's character, general reputation, qualifications, reference checks, a criminal record search and/or verification of information on your employment application.

Would you please read the following statement and indicate your agreement by signing below.

I, \_\_\_\_\_ authorize all persons, agencies, business organizations, schools, companies, police forces, corporations, credit bureaus and agency or clerk of court of municipal or provincial government; to supply your company and/or its agent (s) (Corporate Inquiry Systems), any information concerning me. I release and hold harmless your company and its agent(s) (Corporate Inquiry Systems) and their directors, officers, agents, servants and employees from and against all claims, demands, liabilities, responsibilities, loss or damages of any kind howsoever arising, which may hereafter be sustained by myself, in law or in equity, related to or occasioned by and any activities of whatsoever nature incidental thereto relating to this inquiry as a result of disclosure of information. I understand that this information will be treated in a confidential manner by your company and its agent(s) (Corporate Inquiry Systems).

---

(Signature)

---

(Date)

Please read carefully before authorizing. This application is not valid unless your name, as authorization, is signed or written in the "Signature" space provided above. (Note: If this application is submitted electronically, it is not valid unless your name is keyed in the "Signature" space provided below).

It is understood that this is not an offer of employment. No promise of employment is implied or otherwise implied at this time. The company reserves the right to conduct pre-employment screening of which the disclosed information will be used to confirm identity with any persons, agencies, business organizations, schools, companies, police forces, corporations, credit bureaus and agency or clerk of court of municipal or provincial government as may be required by the Company to conduct pre-employment due diligence prior to hiring. References about past work performance will be obtained from your current and previous employers.

I certify that the information provided in this application or attachments / resume is true and complete. I understand that if any information in this application or attachments / resume is found to be untrue, incomplete or exaggerated my application may be rejected or I may be terminated for just cause in the event that I am the successful applicant.

# Memorandum of Understanding and Agreement:

The Town of the Blue Mountains Fire Department, \_\_\_\_\_ (employer), and \_\_\_\_\_ (volunteer Firefighter), agree to the following expectations and conditions for Employer Supported Volunteerism.

## Time Commitment:

The Employer agrees to discharge \_\_\_\_\_ (volunteer Firefighter) from employment duties to respond to emergency calls received by Town of The Blue Mountains Fire Department. This may also include training and other activities relating to Fire Department activities, from time to time.

## Documentation of Volunteer Time:

The Fire Chief will provide written documentation to verify an absence for fire service duties. It will be the responsibility of the Employee Volunteer to provide any requested supporting documentation to substantiate any claim.

Modifications to this agreement will be made by mutual agreement in writing.

Either party, upon giving 14 days written notice to the other parties, may terminate this agreement.

By signing this community partnership agreement, all parties agree to be active community partners and abide by its terms.

_____ Fire Chief  (Print Name)	_____ Employee Volunteer  (Print Name)	_____ Employer  (Print Name)
_____ Fire Chief (Signature)	_____ Employee Volunteer  (Signature)	_____ Employer  (Signature)
_____ Date	_____ Date	_____ Date