



REGIONAL DISTRICT
NORTH OKANAGAN

PAID-ON-CALL FIREFIGHTER APPLICATION PACKAGE



The Regional District of North Okanagan Fire Department service is comprised of three halls and over eighty volunteer firefighters. These selfless individuals respond to over 700 emergencies yearly across a large, predominantly rural area. They work together to create a professional and empathetic atmosphere that is fair, honest, and ethical, treating all individuals with respect and dignity.

Mission: RDNO Fire Departments offer effective and efficient fire prevention, suppression, and rescue services to citizens, and extend mutual aid to other areas upon request



The BX-Swan Lake Fire Department serves Electoral Areas B and C residents. The population of the service area is around 6,700, and experiences about 330 calls per year. This department has 35 paid-on-call members.

The department operates with nine apparatuses:

- A 1250 gpm front-line engine;
- A 1050 gpm engine/tender;
- A fully equipped rescue truck;
- A 1500-gallon tender;
- A 2000-gallon tactical tender;
- A rescue/bush truck;
- A wildland/interface mini-pumper; and
- A structure protection trailer unit (20 ft.);
- A Utility/Bush truck.



The Lumby and District Fire Department offers this essential service to the Village of Lumby and some areas of Electoral Area D, serving about 4,400 people. The department responds to around 310 emergency calls annually and has 27 paid-on-call members.

The department operates with seven apparatuses:

- A F550 Bush Truck;
- A Freightliner front-line engine;
- An American LaFrance Aerial engine;
- One rescue truck;
- Two 1500-gallon tenders and;
- Wildland 6 x 6 UTV.



Silver Star Mountain Fire Department ensures the safety and protection of its residents. This resort fire department is responsible for safeguarding 249 permanent residents and over 5,000 seasonal residents on Silver Star Mountain. The department receives approximately 75 calls per year, mainly for medical emergencies and fire alarms. Currently, there are 18 paid-on-call members in the department.

The department operates with three apparatuses:

- A Freightliner front-line engine;
- A Freightliner second-line engine;
- A F550 rescue unit.



Fire and rescue services are one of the most diverse and demanding professions. If you become a paid-on-call firefighter, you will experience personal rewards and a sense of achievement like no other. Your primary responsibility as a firefighter is to control and extinguish fires and promptly respond to emergencies that threaten life, property, or the environment. You are expected to manage your reactions during times of crisis and while working in extreme environmental conditions. Calls may come at any time, 24 hours a day. It takes immense courage and dedication to be a firefighter.

To become a firefighter, you need to be reasonably physically fit. You should feel comfortable working off ladders at heights and in confined spaces. If you believe you have what it takes to meet the challenges of our service, we welcome you to join us.

This profession is not for everyone - but maybe right for YOU!

RECRUITMENT

North Okanagan residents are provided fire protection services by the Regional District of North Okanagan in specific areas through the BX-Swan Lake, Lumby & District, and Silver Star fire departments. The fire departments recruit candidates as per their requirements. All three departments work on a volunteer platform and offer paid-on-call positions.

Applicants must:

- be 19 years of age for BX-Swan Lake Fire Dept.
- be 18 years of age for Lumby and District or Silver Star Fire Departments.
 - The Lumby and District Fire Dept. operate with some “junior firefighters” with a minimum age requirement of 16 years. (Additional restrictions apply).
- live in the catchment area for Lumby and District Fire Dept. Live in or near the catchment area for Silver Star Fire Dept. and BX-Swan Lake Fire Dept.
- Be able to read maps and record data.
- have a valid BC Driver’s License.
- possess the mental and physical health to perform a firefighter's duties adequately.
- be highly motivated and dedicated to helping people.
- submit a Criminal Records Check for vulnerable sectors.
- Submit a BC Driver’s License Abstract. (National Safety Code “N” abstract if commercial license).
- be willing to submit a prescribed medical examination after being successfully hired.

A recruit is expected to:

- attend as many practices and calls as per policy and procedures.
- carry a pager.
- be respectful of officers, fellow firefighters, and the public.
- possess a willingness to learn.
- demonstrate a commitment to their development of becoming a firefighter.

Our one purpose is to provide service to our community.



Initial Training (Completed within first two (2) years)

- Minimum 125 hours: Exterior Firefighter Competency
- Minimum 92 hours: Interior Firefighter Competency

Other Training

- 50 hours: Emergency Medical Responder Level 3 (recertify every three years)
- Approximately 4- 6 hours per quarter: extra-curricular training
- Specialized training as needed

Practices

- New recruit orientation
- 2 hours per week: regular practice night

Additional: (Possible)

- 2 hours per month: hall duties.
- Varied hours per month: tasks (as assigned)
- Varied public service events

Emergency Call-outs

- Varied per department



REGIONAL DISTRICT NORTH OKANAGAN

PRACTICAL MEDICAL READINESS QUESTIONNAIRE (CONFIDENTIAL WHEN COMPLETED)

This questionnaire is designed to prescreen applicants to the rigorous physical fitness requirements of firefighter activities and training. Please read the questions carefully and answer each one honestly: check YES or NO.

Name: _____
(Print Full Name)

- | | Yes | No |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| 1. Have you ever been bothered by shortness of breath? | ___ | ___ |
| 2. Have you ever 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 a Doctor ever said you have heart troubles? | ___ | ___ |
| 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 a Doctor ever told you that you have a bone joint problem such as arthritis, that has been aggravated by exercise, or might be made worse with exercise? | ___ | ___ |
| 9. Is there any reason, not mentioned here, why you should not undergo strenuous physical testing or exertion, even if you wanted to? | ___ | ___ |
| 10. Do you have any allergies? _____ | ___ | ___ |
| 11. Are you in good physical shape and accustomed to vigorous exercise? | ___ | ___ |

If you answered YES to one or more of the above questions (other than question 11) you will not be allowed to proceed in the application process without medical information indicating you are cleared to participate. To proceed consult your physician, explain which questions you answered YES to on the questionnaire and show your physician this sheet along with the Firefighter Medical Examination form to complete.

Signature

Date



This is the first step in the RDNO Fire Department's screening process. Incomplete or inaccurate applications will not be accepted. Attach your cover letter and resume with this form.

Select a Fire Department

BX-Swan Lake	Lumby and District	Silver Star
--------------	--------------------	-------------

Information is collected under s.26 of the Freedom of Information and Protection of Privacy Act. Data on this form is used to determine applicants' suitability for the position of POC firefighter. If you have any questions about the collection of personal information, please contact the Manager, Protective Services, RDNO, at 250-550-3291.

Applicant Information

Name: _____, _____
(SURNAME) (GIVEN NAMES)

Address: _____

Mailing Address (if different): _____

Phone Number: _____
(HOME) (CELL)

Email: _____

Qualifications

YES / NO

Are you over the age of 18?

If applying as a Junior Firefighter, are you over the age of 16?
(NOTE: You must also complete the Junior Firefighter Permission Form)

Do you live in the fire department's catchment area?

Are you legally eligible to work in B.C.?

Do you possess a valid BC Class 5 Unrestricted Driver's License?

BC Driver's License No.: _____ Class: _____

Do you have the following certificates?

Air Brake Certification:

Air Brake Theory

First Aid Certification:

Level: _____ Expiry Date: _____

Equipment and Small Tools:

(List certificates obtained): _____



List other relevant certifications: _____

Education

YES / NO

Have you completed secondary school?

Grade Completed: _____

Have you completed Post-Secondary, Vocational, or Trade Training?

List all education applicable to Fire Rescue: _____

Experience and Skills

Have you worked previously as a firefighter?

Describe your skills or other experience that may benefit the operation of the department: _____

Other

YES / NO

Do you have commitments preventing you from attending call-outs and practices?

This position requires you to arrive at the fire hall in a timely manner - do you have reliable transportation?

Firefighting is physically demanding work - does this type of work present limitations for you?

Are you presently employed or self-employed?

Is there any time you are not available to respond to emergency calls (list all)? _____

RDNO requires a clean criminal record check. Will this be a problem?



Have you been involved in community work?

If yes, please specify: _____

Two character references (with phone number) not related to you: _____

I, the undersigned, am applying to the Regional District of North Okanagan to enroll as a Paid-On-Call Volunteer Firefighter. If accepted, I will undertake to perform such duties as may be assigned to me by the Fire Chief or their designate.

I am aware that if my application is accepted for review, I am required to undergo and obtain the following to complete my application:

- A Current Drivers Abstract
- Practical Medical Readiness Questionnaire
- Physical Fit Test

Please Note: A Medical Assessment Report (completed by a Physician) and a Criminal Record check are required to complete the hiring process but are not required at this time to complete this application.

I hereby give consent to the Regional District of North Okanagan and the chosen Fire Department to conduct verification of the information provided as required.

Signed: _____ **Date:** _____

The personal information on this form is collected under the authority of the Local Government Act. This information is held confidential. If you have any questions about the collection and use of this information, contact the Manager, Protective Services, Regional District Office at 250-550-3291 or 250-550-3700.

Send your completed application form along with your cover letter and resume to ProtectiveServices@rdno.ca or drop it off at your chosen Fire Department.

FOR OFFICE USE

Interview Date: _____	Time: _____
Recommended for employment: YES / NO	If Yes, start date: _____
If No, explain the reason (s): _____	



How do I know if I am eligible to apply?

All firefighting positions in the Regional District of North Okanagan (RDNO) require that applicants are eligible to work in Canada. Additional requirements that are specific to working as a firefighter at RDNO are listed in *“Becoming a Firefighter”*.

Where do I send my application?

You can email your application to ProtectiveServices@rdno.ca or drop it off at your chosen Fire Department.

Do you have a Junior Firefighter Program?

Yes, the Lumby and District Fire Department has a junior firefighter program, but you must live within the department’s catchment area. Applicants must be 16 years of age or older. Those who are successful are considered part of the team and receive the same training as other recruits. You must maintain a 65% grade point average as a Junior Firefighter. Additional restrictions apply.

Is a paid-on-call firefighter an employee of the RDNO or a member of a firefighter society?

As soon as you are signed up, you become a Regional District of North Okanagan employee and have all the regular WorkSafe BC and liability insurance as any other employee while carrying out official duties. The BX-Swan Lake Fire Dept. and the Lumby and District Fire Dept. have monthly dues as part of their department’s society.

Do I require previous firefighting experience or training before making an application?

No, the fire department will train you in firefighting skills, including hands-on live fire training.

What happens after you receive my application?

When the fire department starts recruiting, they will review applications for completeness and suitability. Successful applicants will be contacted to schedule an interview date and time.

How long will my interview last?

You may be expected to attend multiple interview dates. Expect each interview to last 30-60 minutes. The interview will include fire department officers and a Regional District of North Okanagan (RDNO) representative. This is a chance for us to get to know you. Expect questions regarding your work experience and some scenario-based and behavioral-based questions.

How are paid-on-call firefighters compensated?

Paid-on-call firefighters are paid for hours spent at an emergency/response, training, and routine equipment maintenance-type time. Remuneration may be made for selected extra training and duties. With the RDNO, this position is NOT a full-time (career) firefighter.

Is the paid-on-call firefighter employee status like any other employee position within the RDNO?

No, a firefighter is not employed under the same employee agreement as regular full-time employees. However, there are extra insurance and support services provided by the RDNO.

FREQUENTLY ASKED QUESTIONS

What is the cost to me of the required training?

The required training for firefighters is provided by the fire department free of charge. The fire department may also fund transportation to and from sanctioned training.

Will there be a physical assessment by the fire department before acceptance?

Yes. You must perform a series of physical challenges to ensure you can do the tasks required as a firefighter. You will also be asked to obtain a medical assessment endorsement from your physician.

How much will I have to pay for my protective clothing?

The fire department provides all required protective clothing and gear at no cost to the individual.

How much time will I be expected to give during my initial training?

The basic training consists of 2 courses: Approximately 125 hours (exterior firefighter) and 92 hours (interior firefighter). You will also be expected to attend weekly practices lasting approximately 2 hours. Primary training courses tend to be scheduled in spring and fall but not always within the first 12-month period of membership/employment.

Once I complete my initial training, how much time is expected of an active member?

The average monthly training and call-out time is approximately 12-18 hours.

How often am I expected to respond to emergencies?

The fire department expects firefighters to respond to at least 60% of weekly practices and 25% of emergency call-outs.

When can I start responding to emergency calls?

You may respond to call-outs upon completing the level 1 exterior firefighting course. You are limited to performing firefighter duties to the level of training achieved.

How quickly will I have to respond to a call?

The fire department typically expects all available members to respond immediately to a page while following all rules set out in the Motor Vehicle Act (obey stop signs and speed limits). There are no special privileges given to firefighters speeding to the fire hall.

How long does an emergency call-out last?

The average call-out is completed in one hour. A working structure fire may extend to 3 to 4 hours. Major, multi-alarm fire (lots of trucks and assisting neighbouring fire departments) may last 8-10 hours.

Is there a social aspect to belonging to the fire department?

Yes, in addition to contributing to the community, firefighters often find personal satisfaction in belonging to the fire department community.

Am I required to participate in fundraising activities?

Yes, you will be expected to participate in various events by the fire department's society, as they come up for charity purposes and other such events.

FREQUENTLY ASKED QUESTIONS

Who provides insurance coverage for my activities as a paid-on-call firefighter?

WorkSafe BC coverage is in effect when the individual member performs firefighter duties. The RDNO is also fully insured for all fire apparatus being driven for official activity. Any private vehicle use requires the owner/user to be self-insured. Members receive, from the RDNO, personal “Accidental Death and Disability” insurance for themselves and have the option of purchasing additional accidental death and disability coverage for their immediate family members.

Should you have additional questions, please email them to ProtectiveServices@rdno.ca.