



Be an Otter Point Volunteer Fire Fighter If not you, who will?

Would you like to become a part of an active volunteer fire department?

Would you like to make new friends and take part in community activities?

Would you like to receive free training in:

- fire fighting
- fire prevention
- first aid
- rescue
- driving
- leadership

Not only will the experience enable you to help your friends and neighbours, but you will be better able to help your own family in an emergency.

Work with 'State of the Art' equipment and receive training to international standards. The services that the Otter Point Volunteer Fire Department provides to the community include fire suppression, fire prevention, motor vehicle accident assistance, rescue, public assists and in conjunction with BC Ambulance Service, medical First Responders.

Volunteer Qualifications

- Live within the Otter Point Fire District
- Minimum age: 19 years (16 years with written permission of parents or guardians)
- Must pass a criminal record check
- Good physical condition and health
- Valid BC Driver's License
- Able to attend weekly Thursday evening training sessions

Additional Qualifications Helpful but not required:

- Class 1, 2, 3 or 4 driver's license
- Air brake endorsement
- Fire related courses, eg: NFPA 1001, 1002 etc
- Previous fire or emergency services experience
- Ability to respond to daytime emergencies
- Advanced first aid training

Although previous experience and/or training are welcome, none is required. All required training is provided by Otter Point Fire. As well as the regular training sessions, firefighters have the opportunity to actively participate in additional training/courses to enhance their skills and knowledge.

The Otter Point Volunteer Fire Department has a probationary period for all new members of six months.

Otter Point Volunteer Fire offers no obligation information and orientation sessions for all new and prospective volunteer applicants. You and your partner are encouraged to attend a session where you can learn what it takes to become a volunteer firefighter in the community.

Being a volunteer firefighter is an extremely rewarding and fulfilling opportunity. You will be challenged both mentally and physically on a regular basis.

If you meet these qualifications and would like to join or want more information please contact us by phone (250) 642-6211 or by e-mail to the Chief@otterpointfire.bc.ca

You can also download our application package, fill out the application form and drop it off at the fire hall at 3727 Otter Point Road.



OTTER POINT VOLUNTEER FIRE DEPARTMENT

3727 Otter Point Road, Sooke, B.C., V9Z 0K1

Phone: (250) 642-6211, Fax: (250) 642-2673

www.otterpointfire.bc.ca

APPLICATION FOR VOLUNTEER POSITION WITH THE OTTER POINT VOLUNTEER DEPARTMENT

Surname: _____ Given Names: _____
Address: _____
_____ **Postal Code:** _____
_____ **Home Phone:** _____
_____ **Work Phone:** _____
Email: _____ **Mobile Phone:** _____

Date of Application: _____

Office Use Only

Date Updated: _____

PERSONAL INFORMATION

Birth Date: M ____ D ____ Y ____ **SIN#:** _____

Emergency Contact:

Contact Name: _____ Contact Phone: _____

Residency:

How long have you resided: at current address _____ in this area _____

Where did you previously reside? _____ For how long? _____

Physical/Medical:

Do you have health issues or physical impairments which could affect your fire fighting abilities? Y__ N__

Hobbies and Interests:

What do you do in your spare time? _____

Are you involved in any sports activities? _____

Is your family supportive of your application? _____

Education

Last Grade Completed: _____ Year Completed: _____

Post Secondary: _____ Year Completed: _____

Technical or Trade: _____ Year Completed: _____

Employment Information

Current Occupation: _____

Current Employer: _____

Name of Supervisor(s): _____

Work Address: _____ Phone: _____

Do you work shift work? Yes _____ No _____ Hours of Work: _____ to _____

Date started current employment: _____

Will your current employer allow you to attend calls during work hours? Yes _____ No _____

If yes, explain details: _____

Volunteer Work:

Organization: _____ From: _____ to _____

Organization: _____ From: _____ to _____

Organization: _____ From: _____ to _____

Driver's License Information:

Please attach a copy of your driver's license and drivers abstract to this application.

License #: _____ License Class: ___ Air Brakes: Yes ___ No ___ Restriction Numbers: _____

Any points on your license? Yes ___ No ___ If yes, how many? ___ Ever suspended? Yes ___ No ___

Do you have reliable transportation? Yes ___ No ___

NOTE: A driver's abstract with more than six points in the last three years or a major infraction may disqualify you from the application process.

Availability:

What time of the day would you normally be available to attend calls or training activities?

Daytime: _____ Night time: _____ Weekends: _____

Training sessions are held every Thursday night from 7:00pm to 9:30pm and on occasional weekends.

Can you make this commitment? Yes ___ No___

This department participates in a number of other community related activities to promote public awareness of the fire department and fire safety. This means additional hours of volunteer time from our members.

Are you willing to support and participate in these activities? Yes ___ No___

Specialized Training

Please list any specialized course, training, or past experience related to the fire service

| | YES – Details | NO |
|------------------------------|---|----|
| First Aid or First Responder | | |
| CPR/AED | | |
| Rescue Training | | |
| Leadership Training | | |
| Public Education Training | | |
| Firefighting | Years served: _____ Rank or Position: _____ Fire Department Name: _____ | |

Any other relevant training: *(Swimming, coaching, SCUBA, etc)*

Personal References:

1. Name: _____ Phone: _____

Address: _____

2. Name: _____ Phone: _____

Address: _____

Have you ever been convicted under the criminal code? Yes ___ No___

Details of any criminal record: _____

I agree to complete a criminal record check through the RCMP.

NOTE: A criminal record may disqualify you from the application process.

Authorization:

I hereby authorize the Otter Point Volunteer Fire Department to review and authorize each character reference, employer and educational institution as named above to provide any information about myself in regards to this application.

I certify that the above information provide is correct and true to the best of my knowledge and I understand that falsifying any information on this application is justifiable cause for my immediate dismissal from the Otter Point Volunteer Fire Department.

Applicant Signature: _____ Date: _____

Please ensure that you have completed the application in full. As part of the application process the following documents will be required:

- Copy of your driver's license**
- Copy of your driver's abstract**
- and if applicable, copies of**
 - Certificate of graduation or GED,**
 - Post secondary certificates or diplomas**
 - Specialized training or related certificates**

Office Use Only – Do Not Write In This Space:

Application Accepted By: _____ Date: _____ Time: _____

Interviewers: _____

Application Approved: _____ Denied: _____ Date: _____

Fire Chief's Signature: _____



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LETTER OF EXPECTATION FOR NEW MEMBERS OF THE OTTER POINT VOLUNTEER FIRE DEPARTMENT

- You must complete an application form and a verbal interview.
- You must agree to a criminal record check with no relevant record being found.
- You must provide a driver's license number and agree to have a driver's abstract performed.
- You must attend and actively participate in regular Thursday night practices from 7:00 - 9:30 PM. A minimum of 70% attendance is required at practices. A phone call with a legitimate reason (i.e. work, sickness, holidays, etc) to the chief or one of the officers is required if you will not be attending practice.
- You will be issued the appropriate turnout gear and safety equipment as soon as it is available (usually the first night). You will receive training in the use of the turnout gear and safety equipment including SCBA. Firefighter safety is the Otter Point Fire Department's number one priority.
- Training other than Thursday nights may include some weekends here, some outside training and self-study. Some of this training is certified and some is not.
- You will receive training in all aspects of firefighting that pertains to our district. We train to the NFPA 1001 Firefighter Level II standard and to meet all the requirements of the BC standards as appropriate to our department's level of service. The Otter Point Fire Department strives to keep up to date with the latest fire science research and its application in the fire service.
- You will receive First Aid Training to the level of First Responder Level III.
- After a few months of regular attendance with active participation, and at the appropriate stage in your training you will be issued a pager and may begin to respond to calls.
- The probationary period is six months.
- In some cases the probationary period may be extended beyond six months.
- At the end of the six-month probation period, you may be issued a key to the hall and the alarm code. At this time, you must become a member of the Otter Point Volunteer Fire Fighters Association and be voted in by the association membership.
- After a number of years of active, enthusiastic participation, training in air brakes and a Class 3 driver's license may be provided through the fire department.
- Opportunities for advancement to officer positions are available to all who show the enthusiasm, participation, skill level and desire to serve as an officer.

I, _____, HAVE READ AND UNDERSTAND THE REQUIREMENTS OF THE OTTER POINT VOLUNTEER FIRE DEPARTMENT AND THE OPPORTUNITIES AVAILABLE, AND AGREE TO ABIDE BY THESE EXPECTATIONS.

SIGNED (_____) DATE (_____)

WITNESS (_____) DATE (_____)