

INFORMATION NIGHT INFORMATION PACKAGE

Dear potential volunteer firefighter candidate,

On behalf of the County of Brant Fire Department, thank you for taking the time to consider a volunteer position with our department. This package has been developed to inform you of the position requirements and your role as a potential candidate in our volunteer firefighter recruitment process.

We are accepting applications now for individuals, who must be 18 years of age, possess a valid Ontario Driver's License, live within proximity to our stations, and be fit to perform the duties of a Firefighter. Please refer to the Applicant Screening Process for complete details for our 2019 Recruit Firefighter Class.

Encourage you to bring spouse or significant other to the information night.

What follows is an explanation of the stages of the recruitment process. **Please thoroughly read this information before proceeding in the process.** Applicants who do not meet the minimum requirements will not be considered. If you have any questions, please contact the Fire Chief at (519) 442-4500.

Once you have reviewed this package in its entirety, if you are interested in proceeding further with the recruitment process, please submit the following documentation at the time of your initial application:

- Complete application
- Copies of any relevant course certificates and/or qualifications
- References (a minimum of three references)

Your application should be submitted to the County of Brant Fire department at:

- 61 Dundas Street East, Paris ON N3L 3H1, between the hours of 8:30 a.m. – 4:30 p.m. or
- email fire@brant.ca

Applicants who are considered beyond the application, written and physical testing stage will be contacted by phone interview dates.

Thank you again for taking the opportunity to explore a position with our Fire Department. We wish you every success in your endeavors.

Sincerely yours,

VOLUNTEER FIRE FIGHTER APPLICATION ONLY SUCCESSFUL CANDIDATES WILL BE CONTACTED

Accurate, legible completion of this Application Form
is the first step in the screening process.
Incomplete or inaccurate applications will not be accepted.
Please supply all information requested.

All applicants for membership as a volunteer firefighter with the County of Brant must meet the following qualifications:

1. Complete the application form provided, including all information requested.
2. Be at least 18 years of age and legally employable in the Province of Ontario.
3. Have completed high school, or have equivalent education and experience.
4. Be of sound mind and body as required to perform the duties of a firefighter.
5. Be of good character, be strongly motivated, exhibit a positive attitude.
6. Be willing and able to learn, to take direction, and to be a team player with good oral and written communication skills.
7. Be available to attend training, to attend emergencies, and to attend other activities as required.
8. Hold a valid driver's licence and be able to obtain (at a later date) a class "D" licence with "Z" endorsement.
9. Have a suitable vehicle available to transport yourself, at any time, to the fire hall or the place of an emergency as directed.
10. Obtain an acceptable criminal record clearance and have a good driving record.
11. Previous experience and training is not required but may be considered an asset.

VOLUNTEER FIREFIGHTER - APPLICANT SCREENING PROCESS

All applicants will be required to participate in a screening process as follows:

1. Review of Application form - Applicants who meet the applicant criteria will be invited to proceed to the written test; at a date and time to be indicated.
2. Practical Physical/written Test Day - Test consists of 25 multiple choice questions. This test is intended to determine the Candidate's written comprehension, mechanical ability, and ability to think clearly.
3. Physical and Mental abilities Screening testing
 - a) Candidates must pass all physical and written test components. In addition, the test evaluators may terminate the test at any time if (in the opinion of the evaluators) the candidate's safety or health is perceived to be at risk from further testing. Such candidate shall be deemed to have failed. e.g. Blood Pressure continues to stay elevated and not decline.
 - b) Applicants will be required to sign a WAIVER of liability acknowledging that they are physically fit to participate in testing and accept any risk of injury incurred during the test.
 - c) The applicant will be scored satisfactory/unsatisfactory by the instructor on each physical test component within the adequate time to be completed safely.
 - d) However, if a candidate should fail on any one test component, and at the discretion of the evaluators, the candidate may be permitted another opportunity to complete that particular test component. Candidates will only be permitted one repeat opportunity during the entire process.
 - e) The applicant must bring and wear for these tests a pair of heavy work gloves, safety shoes or boots (i.e. steel toed) with a good gripping sole, and coveralls or other suitable full-coverage heavy clothing. Clothing will not be provided by the fire department. Applicants are required to wear clothing that fits well for safety reasons. Candidates with poorly fitting or non-specification clothing will not be permitted to test; and will be considered to have failed the test.

NOTE: Track clothing is not acceptable.

PHYSICAL TESTING

Under supervision, the candidate shall perform the following physical tests. Time for tests is indicated:

Ladder Lift: Candidate shall lift and remove a 25 kilogram (7 meter) fire department extension ladder from brackets located 2 meters above the floor. Place the ladder flat on the floor. After briefly standing upright, the candidate will then lift the ladder from the floor and replace it on the brackets. Time: 2 minutes.

Rationale: Firefighters may be required to remove an extension ladder from a pumper truck by themselves in order to effect a rescue. The ladder is a heavy and awkward device and the firefighter must have sufficient upper-body, back and arm strength to perform this task.

Load, Carry and Climb: Candidate shall carry an approximately 28 kilogram bag of 30 meters 38 mm fire hose, nozzle, appliances and tools, climb up and down an equivalent of four-storey's of stairs. Time: 5 minutes.

Rationale: Firefighters are often required to carry hose and other equipment up and down stairs in buildings and must be able to do so quickly. Firefighters must have the required leg strength and stamina.

Equipment Hoisting: While standing well back from the edge, hoist one roll of 65 mm fire hose (approximately 19 kilograms) hand-over-hand by rope up to the edge of the roof of a two-storey building, pause and hold one minute the suspended load, and then slowly lower the hose back down again. Repeat once without the pause at the top. Time: 4 minutes.

Rationale: Hoisting equipment by rope is a common requirement for firefighters who must have the necessary grip and arm strength, as well as back strength and manual dexterity.

Confidence with Heights: Climb to the top of an erected 13 meter ladder, pause for 1 minute at the top and then descend. Time: 5 minutes. Candidate will be wearing a safety harness attached to a safety rope during this test.

Rationale: The ability to work at heights from ladders is essential for firefighters. Ladder climbing ability will not be evaluated on this test; however, an apparent marked fear of heights.

Victim Drag: The candidate shall drag a 75 kilogram dummy through a 20 meter obstacle course of cones placed approximately every 2.5 meters. Time: 2 minutes.

Rationale: Firefighters are expected to be able to remove fire victims from buildings and often have to do so without assistance. Firefighters must have sufficient whole body strength and burst energy to perform this.

Confined Space Confidence: Wear a blacked-out mask over the face and wearing a 14 kilogram air respirator, candidate will navigate, by feel, through a 40 meter obstacle course. Time: 8 minutes.

Rationale: Firefighters are expected to operate and find their way through narrow and confining spaces with zero visibility. Candidates will not be evaluated on their knowledge of wearing respirators. However, a strong fear of confined spaces or a marked inability to navigate blindly will be cause for test failure.

5. **Individual Interview:** Candidates successful in passing the physical and written testing, will be invited to an individual panel interview. The interview is one of the final steps in the screening process and will be conducted at a time, place and date to be indicated.
6. **Reference Checks:** Candidates who successfully pass through the individual interview step will have their references checked.

7. Candidates receiving conditional offers of membership will be required to provide within 14 days of receiving the offer, and at their own expense:
- a doctor’s certificate of health stating that the candidate is medically fit to be a firefighter
 - a criminal record clearance from the O.P.P. (no fee since this is a volunteer service),
 - an abstract of your driver’s record through the M.T.O. (there will be a fee).
- Failure to provide all of these documents within the stipulated time will result in a withdrawal of the offer of membership in the fire department. No time extensions will be granted. Candidates may also be denied membership on the basis of relevant information revealed in these documents.*
8. Candidates accepted as new members in the fire department will join as Recruit firefighters. All Recruit firefighters will be required to successfully pass a 3 month Recruit Training Program (JTAG). This program is conducted on weekday evenings and some weekends. During this program, evaluations and tests will be conducted on the Recruit’s progress. Recruits who fall short of learning expectations will be released from the department. This program will be conducted by fire department instructors. Recruit firefighters will not attend emergencies during this period.
9. A Candidate who successfully completes the Recruit Training Program will be designated as a Probationary firefighter. Probationary firefighters will be on probation for one year. During this period, their performance and progress will be reviewed regularly. Also during this period, the probationary firefighter will be permitted to attend emergency call-outs in a limited capacity that is appropriate to their skills and abilities.
10. First year Probationary firefighter shall be required to achieve the following milestones:
- Complete any probationary firefighter training program that takes place in addition to regular firefighter training, and on an additional weekday evening or weekends.
 - Obtain a “DZ” license at their own expense.
 - Achieve certification in Standard First Aid, CPR and Oxygen therapy (18 hour course) through the JTAG program.
11. Second year, the Probationary firefighter should be accepted as a full member of the fire department, provided that all milestones and expected learning outcomes have been accomplished, and provided that the Probationary firefighter receives a satisfactory report from the officers of the department.
12. In subsequent years, the new firefighter will be required to achieve training that is provided both internally by the fire department’s instructors and externally through the Fire College and through other providers. In addition, optional learning opportunities are varied and constantly available.

Firefighters are expected to keep up-to-date and to advance their knowledge as their interest and abilities and the fire department’s needs indicate.

Timelines as follows:

Date	
January 15 and 23, 2019	Information Night – Paris Administration 7:30 p.m.
February 22	Deadline for Applications
March 2 (Sat)	Practical – Paris Administration/Firehall 8:00 a.m. to 1:00 p.m.
March 5-8	Station Review Applications and pick candidates for interview
March 18-29	Interviews
April 3	Orientation (information/forms/bunker gear fitting)
April 18	Deadline for all employee form/payroll
May 1	Start date

❖ **blue is administration dates**