



APPLICATION FOR ADMISSION



Personal

Surname: _____ Given Name(s): _____

Address: _____ Postal Code: _____

Email address: _____

Phone: _____ Date of Birth (MM/DD/YYYY): _____

Do you have your parent's permission to apply to be a Junior Firefighter? ☐ Yes ☐ No

Name of Parent or Guardian: _____ Contact Number: _____

Address: _____ Postal Code: _____

Drivers' License: ☐ Yes ☐ No Expiry Date: _____

Class: _____ Condition Codes: _____ Province: _____

Do you presently have any demerits on your license? ☐ Yes ☐ No

Have you ever completed a Driver Training Course? ☐ Yes ☐ No

Additional Information

What interests you the most about becoming involved with the County of Northern Lights Fire Services?

Please list other community activities, in detail, that you are involved in (Sports, Volunteer Work, church, etc.):

The above information is true to the best of my knowledge.

Applicant Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____

Attach: **Resume**



Parental Consent

My son/daughter, _____, has my permission to be a Junior Firefighter with the County of Northern Lights Fire Services.

I give my consent to allow _____, to be a Junior Firefighter and do not hold the County of Northern Lights Fire Services, it's members, or the County of Northern Lights responsible for any actions caused by my son/daughter that is not under the direction of an Officer.

Parent Signature

Date

Contract of Understanding

I have read ALL of the Junior Firefighter Guidelines and understand the guidelines are set up to outline the purposes of the Junior Firefighter program. I understand that Junior Firefighters serve as supporters of the County of Northern Lights Fire Services, to learn the basics of Firefighting and Emergency First Aid. I understand that the intention of the Junior Firefighter Program is to introduce my son/daughter to important life skills and to open the possibility for a career in Emergency Services. I understand that Junior Firefighters are to follow all instructions from members of the County of Northern Lights Fire Services and the Peace River Fire Department and that the general standard of conduct is to act in the manner of a professional. I understand that my son/daughter is expected to be courteous and respectful of other members (Junior and Regular) and to all citizens as they are representing the County of Northern Lights. I understand there is a "zero tolerance" policy regarding drug and alcohol use. I understand that by signing this Contract of Understanding I am declaring that any violation of the guidelines is grounds for immediate dismissal. I understand that any acts that violate the guidelines and that are illegal by provincial law will be referred to the RCMP.

Parent Signature

Date

Acknowledge Receipt of Guidelines

I acknowledge that my son/daughter has received a copy of the County of Northern Lights Fire Services Junior Firefighter Program Guidelines and that I have reviewed them prior to signing these documents.

Parent Signature

Date



Applicant Consent

Contract of Understanding

I have read ALL of the Junior Firefighter Guidelines and understand the guidelines are set up to outline the purpose of the Junior Firefighters. I understand that Junior Firefighters serve as supporters of the County of Northern Lights Fire Services, to learn the basics of Firefighting and Emergency First Aid. I understand that the intention of the Junior Firefighter Program is to introduce me to important life skills and to open the possibility for a career in Emergency Services. I understand that Junior Firefighters are to follow all instructions from members of the County of Northern Lights Fire Services and the Peace River Fire Department and that the general standard of conduct is to act in the manner of a professional. I understand that I am expected to be courteous and respectful of other members (Junior and Regular) and to all citizens as I am representing the County of Northern Lights. I understand there is a "zero tolerance" policy regarding drug and alcohol use. I understand that by signing this Contract of Understanding I am declaring that any violation of the guidelines is grounds for immediate dismissal. I understand that any acts that violate the guidelines and that are illegal by provincial law will be referred to the RCMP.

Applicant Signature

Date

Acknowledge Receipt of Guidelines

I acknowledge that I have received a copy of the County of Northern Lights Fire Services Junior Firefighter Program Guidelines and have reviewed them prior to signing these documents.

Applicant Signature

Date



COUNTY OF NORTHERN LIGHTS FIRE SERVICES

JUNIOR FIREFIGHTER PROGRAM POSITION DESCRIPTION/GUIDELINES

IDENTIFYING INFORMATION

POSITION TITLE: Junior Firefighter

CLASSIFICATION TITLE: Student Trainee

DEPARTMENT: Protective Services

IMMEDIATE SUPERVISOR: Designated Hall Captain

REASON FOR SUBMISSION: x
Creation Change Update

Date: September 19, 2018

VISION STATEMENT

This program is designed for students aged 16 to 17 years, who are interested in Firefighting and Emergency Medical Services as a possible career.

The Junior Firefighting Program, like the fire service, is a paramilitary organization. Members are required to adhere to all the standards of dress, personal hygiene and conduct set forth by the County of Northern Lights Fire Services. Students will receive instruction on personal protective equipment, basic firefighting and rescue skills, maintenance and upkeep of firefighting equipment and apparatus along with CPR, emergency first aid, fire prevention and public education.

The Junior Firefighter will participate in practices with Fire Department members on Tuesday night Training sessions as well as other Training Sessions.

QUALIFICATIONS

Personal/Professional

- ◆ Resident of the County of Northern Lights
- ◆ Possess a genuine interest in Firefighting/EMS
- ◆ Must be 16 to 17 years of age
- ◆ Must attend at least 50% of regular scheduled training sessions
- ◆ Display a willingness to work and a desire to serve their community
- ◆ Must have, and maintain, a good academic standing at his/her school
- ◆ An application must be fully completed and submitted along with a resume



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- ◆ Must have a Parental or Legal Guardian Consent form signed
- ◆ Completed medical, criminal check and clean driver's abstract

SKILLS, ABILITIES AND EXPECTATIONS

- ◆ Professionalism
- ◆ Team Member
- ◆ Interpersonal Skills
- ◆ Organizational Responsibility
- ◆ Customer Service
- ◆ Problem Solving

RULES & REGULATIONS

1. Junior Firefighters will be under the direct supervision of the County of Northern Lights Fire Services or Peace River Fire Department Officers.
2. Junior Firefighters shall abide by all Occupational Health & Safety Guidelines as well as all County of Northern Lights Fire Services Standard Operating Procedures.
3. The general standard of conduct is to act in the manner of a professional. Junior Firefighters represent the fire department both on and off the fire grounds and are expected to be courteous and respectful to fellow firefighters and emergency personnel and all citizens served.
4. Junior Firefighters will abide by the standards outlined in the Code of Conduct Standard Operating Procedure (SOP) GREEN A-020, and all other SOPs related to conduct and behavior.
5. There will be a maximum of (8) Junior Firefighters accepted into the program yearly.
6. All Junior Firefighters must complete the department Junior Orientation Program. This program includes department procedures, building policies, apparatus orientation and command structure.
7. Junior Firefighters will refer all questions regarding the fire department to the most senior officer on the scene or the Fire Chief. Only the Fire Chief, or his designate, is permitted to make comments to the media. Junior Firefighters are expected to represent the fire department in a positive manner. It is not appropriate to discuss publicly internal matters of the department or talk negatively about other departments.
8. All injuries must be reported to the Senior Officer as soon as practical for documentation and treatment. Any injuries occurring during training are covered by worker compensation insurance.
9. Junior Firefighters will not respond to calls or come to the station if they are sick or are under the influence of medication, drugs or alcohol.
10. Junior Firefighters are not to participate in any fire department activity, including training and emergencies, during school hours or at a time that would affect their performance at school (i.e. after-hours school work or study time, activities past 2200 on school nights (Sunday – Thursday))



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DUTIES & EXPECTATIONS

PERMITTED ACTIVITIES

- ♦ Participate in organized training activities in which an adult member (18 yrs.+) of the organization is present and supervising the junior member
 - All aspects of fire suppression training except interior live fire extinguishment
 - Rescue training (Water, Ice, High Angle etc.)
 - Vehicle Extrication training
 - Water supply training
 - Hazardous material training
 - Safety training
- ♦ May participate in actual fire suppression activities under the following conditions:
 - The member must be under the direct supervision and control of a trained experienced officer over twenty-one (21) years of age. Direct supervision means that the officer must be within sight and speaking distance of the junior member
 - Wildland firefighting
 - Structural firefighting under the following conditions:
 - Must have completed Level One NFPA 1001 standard
 - Must be outside the fire building collapse zone
 - Only after the incident is declared under control by Incident Command
 - Provide assistance in the Rehabilitation Sector
 - Participate in a **support capacity** for searches, rescues, hazardous materials incidents and water supply operations.

Examples of what Junior members can accomplish:

- ♦ Attacking the fire with hose lines as part of exterior operations
- ♦ Setting ladders
- ♦ Setting up Positive Pressure Ventilation as part of exterior operations
- ♦ Salvage operations
- ♦ Establishing water supply
- ♦ Assisting at vehicle extrication and other types of rescues
- ♦ Assisting with Support and Rehab operations such as; Air Supply, Medical

PROHIBITED ACTIVITIES

Members under the age of eighteen (18) of an emergency service organization are prohibited from participating in the following activities:

- ♦ Operating power tools, hydraulic and pressurized air operated equipment such as air bags and extrication tools and cutting devices such as chain saws or roof saws, unless under direct supervision of a Fire Officer, or designate, during training. A



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- Junior Firefighter may not operate any power tools, hydraulic and pressurized air operated equipment or cutting devices at an emergency scene.
- ◆ Operating the pumps of any fire vehicle at the scene of a fire
 - ◆ Driving a fire truck, ambulance or any other emergency vehicle
 - ◆ Entering a burning structure
 - ◆ Operating high-pressure hose lines (water, air or hydraulic), except during supervised training
 - ◆ Ascending ladders, except during supervised training
 - ◆ Operating any water rescue boat or vessel
 - ◆ Operating any aerial device (cranes or hoists), non-automatic elevators, air bags for lifting or winches
 - ◆ Perform operations in tunnels, shafts or trenches (greater than 4 feet deep)
 - ◆ Participate in operations with incidents involving hazardous materials
 - ◆ Participate in operations involving radioactive substances
 - ◆ Roof top ventilation or any work on top of a roof, except during supervised training
 - ◆ Entry into a hazardous atmosphere (including training)

LEVELS & RANK

- ◆ There will be 1 Level of Junior Firefighter
- ◆ Junior Firefighters will be known as and addressed by: Junior Firefighter "....surname...."
- ◆ In the Command Structure, Junior Firefighters will rank at one level below Probationary Firefighters
- ◆ Junior Firefighters will not supervise any other Firefighters