



# **Volunteer Firefighter**

## **Recruit Orientation Guide**

This guidebook has been developed as a resource for those men and women who have indicated an interest in becoming a volunteer firefighter with Mapleton Fire/Rescue. WE URGE YOU TO READ THIS INFORMATION CAREFULLY SO THAT YOU ARE FULLY PREPARED FOR EACH STEP.

The Township of Mapleton is an Equal Opportunity Employer. Accommodations will be provided upon request in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

Participation as a member of the fire service will bring personal rewards, satisfaction, raise self-esteem and give you a tremendous sense of accomplishment for a job well done. Your involvement will also provide the community with a valuable service that has a potential to touch us all.

Service as a member in our department requires a serious commitment. Your decision to join should not be made quickly. The recruitment guidebook has been developed to provide the information needed to help you make that decision.

This guidebook contains information on the organization of the Fire Department, training, participation requirements, the nature of our business, and answers to typical questions raised by prospective members. While this booklet will not answer all possible questions about membership, it will provide you with information about the most important areas.

Once you understand what is involved in being a member of the fire department, we hope you are able to make the commitment that our community requires. The service provided by Volunteer Firefighters is truly valuable to the citizens of our municipality and we hope you are able to contribute to our public safety.



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## **Mission Statement**

The Township of Mapleton Fire/Rescue department is a highly skilled, dedicated team committed to the protection of life, property, and the environment.

The mission of the Township of Mapleton Fire/Rescue department is to protect the lives and property of the inhabitants of The Township of Mapleton from the adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by man or nature.

We will accomplish our mission through, fire prevention, fire safety and public education programs, fire suppression, emergency medical services and other emergency and non-emergency activities.

We will continue to embrace the challenges and opportunities of the future.

## **Risk Management**

We will risk our lives, in a calculated manner, if necessary, to protect saveable human lives.

We will risk our lives, in a calculated manner, to protect saveable property.

We will not risk our lives at all, in attempts to save what is already lost.



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### **The Nature of our Business**

Firefighting is one of the most diverse and challenging professions known today. It is this diversity that inspires most men and women to enter the service, both as volunteers and career firefighters. Imagine having to train to prepare yourself to cope with situations which include fires ranging from trash bins to structures, hazardous materials incidents, remote area rescues, and almost any imaginable emergency situation in between. This diversity, coupled with the fact that your skills may be needed at any time of day, seven days a week, in any kind of weather, and very often under potentially stressful and emotional circumstances makes our contribution to our profession very personally rewarding.

Two basic purposes of the public fire service is to prevent fire or emergencies from occurring. This is done through fire prevention inspections, fire safety education and fire code enforcement programs. Secondly, we are here to prepare ourselves to control fires or emergencies should prevention not prevail. This is done through education, training, pre-incident planning, use of state of the art equipment and more training.

This type of work or job is not for everyone. You need more than just a desire to help people. You also need courage, dedication, assertiveness and a willingness to learn new skills and face challenges. The Fire Department is not for the meek, timid or for those who lose control of their emotions during times of crisis. Our service is one which calls on its members to perform strenuous work in uncertain and hazardous environments as a highly efficient team.

Your family must support your decision. They must understand and accept your commitment to training and responding to emergencies which often interrupt family functions. Your employer will also be required to be accepting of your commitment as a volunteer firefighter. Factors which your employer should be aware of may include, but are not limited to:

- Fatigue from emergency responses outside of work hours
- Responses during work hours (when permitted by your employer)
- Training that will occur from time to time during your regular work hours (when permitted by your employer)



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The personal rewards and satisfaction received from being in a Fire Department are often beyond description, There is a sense of accomplishment after controlling a building fire, compassion for victims involved in a motor vehicle collision, and fulfillment in teaching fire safety. The list could go on and on.

The bottom line in our business is measured by prevention and reduction of loss of life, pain and suffering and property damage that we have in our area. We strive to maintain a professional image while providing a safe, reliable and cost effective service to the residents of our community.

If you feel you have what it takes to meet the challenges of our business, we welcome you to apply to join us.

### **Overview of The Township Of Mapleton**

The township was formed by the amalgamation of the townships of Maryborough and Peel, and the village of Drayton on January 1, 1999. The Township of Mapleton has a population of approximately 11,000 and covers an area of 535 square kilometers.

### **Mapleton Fire/Rescue**

The Fire Department is comprised of one Fire Chief, Two Deputy Fire Chiefs, Four Training Officers, Four Captains, 2 Lieutenants, One Fire Prevention/Public Education Officer, Thirty firefighters, and Four Auxiliary Members. The department responds to approximately 160 calls per year. The apparatus includes 2 Fire engines, 2 Rescue units, 3 Water tankers and 1 pickup truck.

The municipal fire service is divided into six districts and operate fire stations in Drayton and Moorefield. The Municipality also purchases fire service from Centre Wellington (Elora station), Woolwich (Floradale station), Wellesley (Linwood station) and Wellington North (Arthur station) under a fire protection agreement for the outlying areas. Mapleton is also part of the Province of Ontario Mutual Aid plan.



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### **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 manmade 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.

To meet the requirements of the National Fire Service Standards, Mapleton Fire/Rescue have joined with the rest of the municipalities in Wellington County to facilitate a comprehensive recruit training program under the leadership of the Wellington County Training Officer, based on the National Fire Protection Association Firefighter level 1 and 2 standards. This form of training involves a great deal of reading and self-directed learning on the part of the Recruit firefighter in their first year. Recruit firefighters that have not received previous certification must attend the County training provided in the months of March, April, May, June and July at various locations throughout the County. Following completion of the training, testing will be completed by the Ontario Fire Marshal office for IFSAC and Pro-Board accreditation.

Regular in house training occurs every Tuesday night with the first and third Tuesday’s being in Drayton, and the second and fourth Tuesday at the Moorefield station from 1900 to 2100 hours. The schedule is set so that both stations are training on the same material at the same time. Firefighters that cannot attend training sessions at their assigned station are able to attend training at the other station. When there is a fifth Tuesday in a month, a special training night will include both stations. Firefighters are encouraged to take part in external training such as auto extrication, confined space rescue, and pumper operations. Courses offered throughout the county through the County training officer, as well as the Ontario Fire College are also available throughout the year.

On average, a member could expect twelve to fourteen hours per month training as a recruit firefighter and four to six hours of on-going training once promoted to firefighter.



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Each firefighter is assigned to a platoon, led by a Captain. Firefighters are required to complete apparatus and equipment checks every fifth weekend.

### **Remuneration**

Even though you are a volunteer firefighter, you are compensated as follows:

Point System One point for reponding to a pager activation

One point for going to the emergency or standing by at the station

One point for staying until trucks are put back in service.

Two points for a training night

One point for attending the monthly meeting

Two points for performing equipment/apparatus checks

Point value for 2019 year was \$21.86, paid the first week of December

Per Diems for external training, meetings outside the township, SafeKids day assistance

\$50 per night, \$70 per half day and \$120 per full day

Mileage will be paid for use of personal vehicle when the pickup is not available

### **Volunteer Firefighter Recruit Overview**

Minimum Requirements for Application;

- ✓ Live or work within a 10 km. radius of the station on which they are assigned
- ✓ Be at least 18 years of age
- ✓ Valid drivers license (G minimum)
- ✓ Insurable, under the Township fleet policy
- ✓ A reliable means of transportation to respond to alarms
- ✓ Facial hair that may affect the integrity of the face piece seal of a self contained breathing apparatus ie. beards, sideburns is not permitted

Other Desirable Skills;

- ✓ First Aid training
- ✓ Class D with Z endorsement or equivalent drivers license
- ✓ Previous firefighting experience



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- ✓ Demonstrated commitment (volunteer service)
- ✓ Related experience (Paramedic, Police, Military)
- ✓ Previous pertinent training (WHMIS, Health and safety)

### **Recruitment Selection Process**

The selection process will consist of the following components:

- Stage 1. Recruit Information Night Presentation/hands on DEMO Day
- Stage 2. Application forms mailed or delivered
- Stage 3. Application forms reviewed
- Stage 4. Interview scheduled and completed
- Stage 5. List priority selection for 2 year period
- Stage 6. Bring in recruits as vacancies become available

**Stage 1:** Recruit Information Night Presentation. Information nights will be held at the Moorefield station on Wednesday October 21, 2020 at 7p.m. and Drayton station on Wednesday October 14, 2020 at 7p.m.

Explanation will be given to the requirements and commitment needed to become a member of Mapleton Fire/Rescue. There will be a question and answer period, followed by demonstrations of the equipment used by the department.

**New** this year is our hands on demonstration day! It will be on Saturday October 3, 2020 from 1pm to 3pm. Moorefield station will be open with some exciting hands on firefighting skills for applicants to try.

**Stage 2:** Application forms can be delivered or mailed to the Township of Mapleton administration building, Box 160, 7275 Sideroad 16, Drayton, forwarded to the Fire Chief.

**Stage 3:** Applications will be reviewed to confirm that potential recruits meet the criteria.

**Stage 4:** All applicants meeting the criteria will have an interview with a team comprised of Officers of the Fire department.



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***Stage 5:*** The interview team will create a list of applicants, giving priority to; availability in daytime hours during the work week, permission to leave work with employers permission, employment and/or residence within a reasonable response time to the fire station, valid driver's license with a clean abstract, current CPR and First Aid certification, previous firefighter experience or pre-service education.

### **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 applicant will be contacted with an offer to undertake a training program in preparation for commencing actions as a volunteer firefighter with the municipality.

**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 your consideration in joining Mapleton Fire/ Rescue**

Contact Information:  
Rick Richardson CMMII  
Fire Chief  
Mapleton Fire/Rescue  
(519) 504-3055  
rrichardson@mapleton.ca