

Information Packet

Volunteer Firefighter Candidate Training Program



Winter 2018

Table of Contents and Checklist

Information Packet

Please read and review the items included in the Information packet and the Application Packet.

Reviewed

- | | |
|--|-------|
| 1. Welcome Letter | _____ |
| 2. Membership Information | _____ |
| 3. Candidate Training Academy Curriculum | _____ |
| 4. Candidate Training Program Calendar of Events | _____ |
| 5. Physical Agility Test Description | _____ |

Application

Reviewed / Completed

- | | |
|--|-------|
| 6. Volunteer Firefighter Candidate
Training Program Application | _____ |
| 7. Volunteer Firefighter Position Description | _____ |
| 8. Notice of Dangerous Activity – Release | _____ |

Please return your completed Application Packet to the District's office no later than 5:00 p.m. February 2nd , 2018.

499 Antero Circle in Buena Vista



Chaffee County Fire Protection District

499 Antero Circle
Buena Vista, Colorado 81211

Good day!

Thank you for your interest in becoming a volunteer member of Chaffee County Fire Protection District. It is our goal to provide excellent service to residents and visitors of Chaffee County. We are looking for individuals who have a passion for helping others through selfless service. Perhaps that's you. I hope the following information will help you make an informed decision about joining us. You may have questions after reviewing this Information Packet and Application, and I invite you to contact Chief Bertram or myself.

This Information Packet was developed to help you weigh the benefits of membership with our expectations. It will inform you of the process of becoming a member and what it takes to maintain your membership.

Overview of our Agency

Our agency began on March 18, 1975 as the Northern Chaffee County Fire Protection District and built three stations to serve the north end of the county. In 1984 the District expanded south to encompass the rest of the unincorporated areas of Chaffee County, and "Northern" was dropped from the name. This expansion welcomed a fourth station in Poncha Springs to the District. Our jurisdiction includes 1,015 square miles with about 80% of this area being public lands. Our elevation ranges from 7,000 to 14,429 feet which includes several mountain peaks.

Today, the District is operating out of 6 fire stations with 36 fire trucks. We average 50 members which include a full time Fire Chief, Administrative Assistant, Inspector, Maintenance Technician and Training Coordinator.

We respond to approximately 300 calls for help each year: primarily vehicle accidents, wildland fires, structure fires, hazardous material spills, and river rescues.

Volunteer Membership Benefits

Let's talk about the benefits available to you once you have graduated from our Candidate Training Academy and become a full member of the District.

- **Satisfaction-** Knowing you made a difference in people's lives on their worst day
- **Training** that lasts a lifetime- The time you commit to training will benefit the community but will also add to your own life skills. The District will pay for your training and expenses to attend.

- **Protective clothing-** The District will provide you the best essential protective clothing we can for each type of incident. This protective clothing will be upgraded and replaced as needed
- **Pension plan-** You will be eligible to earn pension credit by meeting the yearly requirements: Attending 36 hours of training and responding to a minimum of 18 calls.
- **Worker's compensation insurance-** This begins when you start the Candidate Training Academy.
- **Per-call stipend plan-** You'll receive \$5.00 for every response. Checks are cut in December to bring a little cash for the holidays.
- **Recognition for participation-** The District provides an annual banquet and awards presentation open to our members' families and community guests.
- **Family gatherings-** The District knows that families of the members make sacrifices each day by supporting their firefighters' passion to serve the community. We provide holiday parties in December, an annual picnic in the summer and the aforementioned banquet in the spring.
- **Gym Membership-** Maintaining your fitness is a foundation for life as well as participating as a firefighter. Gym memberships are one way we can support your commitment to be prepared.

It is very important that we develop a team of members trained to perform safely and effectively. The community we serve counts on us when they have a bad day, and they deserve the very best from our professionally trained and compassionate members.

Thank you, again, for considering membership with Chaffee County Fire Protection District. We are grateful for your interest in becoming part of our team.

Respectfully,

Andrew Fahrney

Training Coordinator
Chaffee County Fire Protection District

Chaffee County Fire Protection District

Membership Information

Annual Membership Requirements

Upon completion of the Candidate Training Academy (described later in detail) and full acceptance into membership, there are expectations to maintain your membership.

- Complete the District's Annual Physical Agility Test.
- Possess and maintain a valid Colorado Driver's License with an acceptable driving record.
- Maintain CPR certification. This is provided by the District every year at no cost to you.
- Attend a minimum of 36 hours of training and respond to 18 calls, annually.
- Follow the District's chain of command.
- Follow the District's rules, policies and procedures.

Steps to Membership

Now let's cover the District's application process and what you should expect through this process. Our motto is "We are There Because We Care". We also subscribe to the "Everyone Goes Home" mindset. The District believes that safety is number one, and that is the reason why we have developed the Candidate Training Academy. It will provide you with the tools you need to keep yourself and your team safe, so everyone goes home- returns to their own families.

The application process is listed below:

1. Please **complete the Application Packet and turn it in by 5:00 p.m. on Feb. 2, 2018**. We receive applications at the District's administrative office located at 499 Antero Circle in Buena Vista.
2. You must **successfully complete the District's Physical Agility Test (PAT)** for your application to be considered. The PAT will be on **February 3, 2018 at 8:30 a.m.**

We will begin by showing you the course and training you on all the skills prior to the test. The location will be Station 1 at 499 Antero Circle, Buena Vista. Firefighting gear will be issued to you for the PAT.

Participation in the District's PAT is purely voluntarily and is at your own risk. You are responsible for determining that you are in appropriate physical condition to take the District's PAT. The District strongly recommends that you consult a physician to determine whether you are prepared. In addition, please be aware that you will not be covered by the District's worker's compensation insurance while taking the District's PAT. The District strongly recommends that you have medical insurance coverage prior to the District's PAT.

At the discretion of the District, the PAT may be postponed to **February 4th, 2018 at 1 p.m.** Please keep this date available as well just in case.

Finally, prior to taking the District's PAT, you must sign and submit the District's Notice of Inherently Dangerous Activity - Release form (found in the Application Packet).

3. The Chief will review your application and PAT results. If your application is approved, you will be issued a **Conditional Offer of Membership** into the District's Volunteer Firefighter Program. You must **sign and return** the conditional offer. The conditional offer will set forth the conditions that you must satisfy in order to achieve full membership. Those requirements include passing a background check, successful completion of the District's Candidate Training Academy, and passing an oral interview.
4. **Background Investigation.** The District will complete the background investigation as listed in the Consent to Background Investigation Release Form. This report will be reviewed by the Chief.
5. **Candidate Training Academy.** The Candidate Training Academy will follow the schedule found on the "Calendar of Events" later in this document. These classes will be held Thursday evenings and Saturdays all day. All training classes will be held at Fire Station One located at 499 Antero Circle, Buena Vista unless relocated by the instructors. 100% completion of these classes is required for graduation.
6. **Oral Interview.** Near the end of the Candidate Training Academy, you will next participate in an oral interview by one or more of the District's officers.
7. **Graduation and Membership!** Successful completion of all the steps will result in an offer of full membership with Chaffee County Fire. You have begun your career in fire!

If any of the requirements are not met, then the Conditional Offer will be revoked. Applicants/Candidates that find they cannot meet the schedule or who don't succeed at any of the steps are welcome to apply again for a subsequent academy.

But wait, there's more...

Following your successful completion of the Candidate Program and acceptance into full membership you will be a Rookie Firefighter. As such, you have much to learn and we are ready to get started with the next phase. You will have a task book to complete which will include training in topics such as: Driver Training and Wildland Fire safety, tactics, fire behavior and more which will give you the basic knowledge of the inherent hazards. You will have 12 months to complete this task book.

Chaffee County Fire Protection District

Candidate Training Academy Curriculum

Next, we've laid out the training expectations and timelines to help you to decide if the Candidate Training Academy works in your schedule.

You are probably interested in knowing what you will learn in this academy. The intent of the class is to prepare you for the jobs you will encounter from the first day you are assigned to your station. As a rookie firefighter we need you to understand the hazards you'll face on the various incident types we encounter. Many concepts that you already know from life experience will be coupled with new perspectives to build a foundation for your firefighting career. We are providing you with an introduction to a very broad range of topics. We don't just put out fires. You will learn the basic concepts and situational awareness for each of the following incident types: vehicle crashes, medical care, hazardous materials response, river rescue, structure and wildland fire.

The Candidate Training Academy includes the following topics and content:

Organization and Command Concepts

We will introduce the rules and procedures found in our Standard Operating Guidelines (SOGs) and Procedures (SOPs), as well as our Bylaws. Fire departments and incidents both require lines of authority which we will present through our organization chart, online courses in the Incident Command System (ICS) and the National Incident Management System (NIMS).

Firefighter Preparedness

Your mental and physical preparation is important to you and your fellow responders. We will discuss taking care of ourselves on-scene and off. These topics include Situational Awareness, staging and rehab areas, and scene safety practices.

Fire

Yes, we will teach you what fire is. You will be surprised at how many concepts you already know and how they fit together. Then we will dive into how fire behaves in a room: how it grows, lives, dies and sometimes goes boom. These ideas are critical in staying safe.

Fire and Construction

You'll never look at a house the same, again. How a building burns (and how quickly) is directly related to the building materials and how they were assembled. Your knowledge of construction will go a long way towards our team's safety.

Communications

Sending and receiving messages is critical in this work. You'll learn how to say just enough to get your message across without leaving out the key points. We will cover how to use our radios and the basic radio protocols.

River Rescue

The Arkansas River is the most commercially boated river in North America and it runs through our jurisdiction. You need to know about the hazards moving water presents to rescuers.

Motor Vehicle Crashes

Operating at the scene of a motor vehicle crash often requires controlling the flow of traffic. You will learn how to keep our responders safe while they work on the vehicle. Additionally, we will teach you the basics of stabilizing and cutting up vehicles to free up victims. Sometimes we need to help people that have slid off the road and down a hillside. An introduction to these “over the bank” techniques will also be included.

Firefighter Gear

Protective clothing is your baseline defense against the hazards we face. Each incident type requires appropriate protection. You will learn about all the different forms of Personal Protective Equipment (PPE) used from head to toe.

Medical

We require each of our members to have CPR for Healthcare Provider certification. The majority of medical calls are handled by the local EMS agency, but knowing how to work alongside them is important. Patient contact, confidentiality of personal information, and basic patient care is covered.

Fire Ground Operations

Of the many jobs performed on a structure fire, we will focus on preparing you for exterior operations which will include laddering buildings, deploying fire hose, lighting up nighttime incidents, operating generators and ventilation fans and a wide variety of tools and equipment. You will be introduced to the concepts of developing water supply for fire ground operations through the use of hydrants, small pump basics and portable water tanks.

Hazardous Materials

Responder safety, protecting the public, and preserving the environment from contamination are key elements of responding to Hazardous Material related calls. You will learn the basics of transportation markings identification and safety precautions.

Chaffee County Fire Protection District
Candidate Training Program
Calendar of Events- 2018

Application Deadline

Feb. 2nd 5 p.m.

Physical Agility Test (PAT)

Feb. 3rd 8:30 a.m. – 12:30 p.m. PAT

Note: Please also keep Feb. 4th 1 p.m. – 4:00 p.m. available on your schedule in case the PAT must be postponed due to weather or emergency response

Candidate Training Academy

Feb. 3 rd	1:00 p.m. - 5 p.m.	Policy, agency structure, job expectations, sit. awareness
Feb. 6 th	6:30 p.m. - 10 p.m.	Personal Protective Equipment
Feb. 13 th	6:30 p.m. - 10 p.m.	Communications, traffic control
Feb. 17 th	8:00 a.m. – 5 p.m.	Ladders, ropes systems
Feb. 20 th	6:30 p.m. - 10 p.m.	Tools, equipment, lights & generators, Apparatus Familiarization
Feb. 27 th	6:30 p.m. - 10 p.m.	HazMat basics
Mar. 3 rd	8:00 a.m. - 5 p.m.	Hose, appliance, water supply
Mar. 5 th	7:00 p.m.	Oral Interviews @ Station 4
Mar. 6 th	6:30 p.m. - 10 p.m.	Medical response, Swiftwater, SCBA review
Mar. 13 th	6:30 p.m. - 10 p.m.	Driver Training
Mar. 17 th	8:00 a.m. - 5 p.m.	Driver Training / Evaluation
Mar. 20 th	6:30 p.m. - 10 p.m.	Fire science, fire behavior
Mar. 27 th	6:30 p.m. - 10 p.m.	CPR
Apr. 2 nd	7:00 p.m.	Oral Interviews @ Station 1
Apr. 3 rd	6:30 p.m. - 10 p.m.	Review water supply, Ladder, Ropes
Apr. 7 th	8:00 a.m. - 5 p.m.	Vehicle Extrication, ventilation
Apr. 14 th	9:00 a.m. - 4 p.m.	Final evaluation

A Graduation Dinner will be planned for you. Invite your friends and family to support your great step forward!

Chaffee County Fire Protection District

Physical Agility Test Description

Chaffee County Fire Protection District ("**District**") maintains a Physical Agility Test ("**PAT**") that measures a participant's performance of physical tasks and his/her ability to perform actual or simulated job tasks necessary to the performance of the essential functions of a firefighter position with the District. The PAT is a rigorous physical exercise that assesses the candidate's ability to execute the tasks safely, effectively, and in a timely manner.

All participants shall Read and Sign the District's "Notice of Inherently Dangerous Activity – Release" before starting this Physical Agility Test.

The District has the right to not allow any individual to start the PAT for any reason. The District also has the right to stop any individual from continuing the PAT for any reason. The participant also has the right to stop the PAT at any time for any reason.

Introduction to the Physical Agility Test and training on each of the six stations will be provided to the participants before they will be given the test. The District will have sufficient personnel on hand to provide instructions at each station before the participant starts the test.

Each participant will be provided with a test monitor to walk them through the PAT, to observe the participant's condition and progress throughout the PAT.

Each participant must continuously move through all of the stations without running once he/she begins the test. If a participant fails to show continuous movement throughout all of the stations, then the PAT will be stopped and that participant shall be required to rest in rehab. They will be given a second opportunity to complete the PAT without stopping. Failing the second attempt, the participant can re-apply to the Candidate Training Program and re-take the PAT.

Each participant will be given 15 minutes to complete the PAT.

The six PAT stations shall be completed while wearing District issued personal protective equipment (PPE): bunker pants, bunker boots, bunker coat, structural fire helmet and self-contained breathing apparatus without the mask ("air pack"). The District's extrication gloves shall be the gloves worn for the PAT. Total PPE weight is approximately 50 lbs.

The Activities of this PAT will require the following movements: Standing, walking, kneeling, squatting, stooping/bending, striking, lifting, pushing, pulling, crawling, carrying, and gripping, reaching overhead, reaching away from body, and repetitive motion swinging arms.

The following steps shall be the process for administering the District's Physical Agility Test.

1. The District personnel will verify the participant has signed the Notice of Inherently Dangerous Activity – Release form and has participated in the appropriate training session.
2. When the participant is in full bunker gear and properly wearing an air pack, he/she shall step up to the starting line.
3. When the monitor and participant are ready, the participant's time will start and he/she shall walk 85 feet to the first testing station.
4. After the participant has completed all six stations of the test, he/she shall remove the air pack and bunker gear and report to rehab to rehydrate.

Station One – Manikin Drag

Description: At this station, the participant will drag or carry a 185-lb. rescue manikin which is sitting upright on the ground in the starting position (i.e., sitting upright with the back toward the starting line). The participant will drag or carry the manikin 25 feet to a cone, go around the cone, and return 25 feet to the starting location. The participant will then set the manikin back to the ground in the starting position. A rescue strap shall be provided for the participant to use, if they chose.

The participant shall then walk 85 feet to the next station.

Purpose: Simulate the essential job functions of moving a person in need of rescue around an obstacle.

Equipment and Weights Used: Rescue manikin (weight 185 lbs.).

Station Two - Hose-line Advance

Description: The participant will pick up an un-charged rubber jacketed 1 ¾" hose-line with a non-pistol grip nozzle and place it over their shoulder with the nozzle in front of them and no lower than their waist. The participant shall not be allowed to carry any extra hose with them. They shall advance the un-charged 1 ¾ inch hose-line 75 feet to a barrel and then go around the barrel to the left at a 90 degree turn without leaving the course boundaries and continue dragging the hose 50 feet to the finish line. A 5 foot by 5-foot box will be behind the finish line, the participant will then pull an additional 50 feet of 1 ¾" hose across the finish line without leaving this box.

The participant shall then walk 85 feet to the next station.

Purpose: Simulate the essential job functions of advancing a 1 ¾ inch hose-line.

Equipment and Weights Used: 200 feet of uncharged 1 ¾ inch hose with nozzle.

Station Three – Ladder Carry/Raise

Description: The participant will remove a 14-foot roof ladder from an apparatus and shall properly carry the ladder using a "one-firefighter low shoulder carry" 100 feet to a defined location at a structure. The participant shall then safely raise the ladder using the "single ladder- one-firefighter method" against a structure to a climbing position. The Essentials of Firefighting 5th Edition describes the ladder carry/ raise.

While holding the ladder on their shoulder, the participant will visually inspect the work area, and then in a smooth motion lower the butt of the ladder to the ground with the butt spurs against the building and position themselves under the ladder with hands on the rungs. Then using a hand-over-hand method, bring the ladder upright until it is vertical against the structure. Next, carefully move the butt of the ladder out from the building to a proper climbing angle.

Lowering the ladder is the reverse procedure.

The participant shall then walk 85 feet to the next station.

Purpose: Simulate the essential job functions of removing a ladder from an apparatus, carrying it, and elevating the ladder to a working angle.

Equipment and Weights Used: 14-foot Roof ladder (weight approximately 32 lbs.).

Station Four – Lowering and Returning the Ladder:

Description: The participant will return to where they erected the ladder in Station three and carefully move the butt of the ladder back to the base of the building. Then with a hand-over-hand method, they will bring the ladder back down to their shoulder. With a smooth motion the participant will position the ladder into the “one-firefighter low shoulder carry” position, and properly carry the ladder back to its original location, placing it back on the apparatus.

The participant shall then walk 85 feet to the next station.

Purpose: Simulate the essential job functions of handling and caring for firefighting equipment at an emergency scene.

Equipment and Weights Used: Roof ladder (weight approximately 32 lbs.).

Station Five – Sledge Strike

Description: The participant will lift a 10-pound sledge hammer and, while standing with one foot on each side of a weighted 6 inch by 6-inch wood block that is 6 feet long with an overhand swinging motion, strike the end of the wooden block enough times to move the end 24 inches. Each strike should be made with sufficient force as to simulate the opening of a roof or breaching of a wall. The block of wood shall be on hard pavement or concrete.

The participant shall then walk 85 feet to the next station.

Purpose: Simulate the essential job functions of utilizing hand tools forcefully and efficiently to breach roofs and walls.

Equipment and Weights Used: Sledge hammer (weight 10 lbs.) with fiber glass handle, wooden block with metal end cap covered with rubber and weighted with 53.6 lbs. of bar bell weights.

Station Six – Tool Carry and Set up

Description: The participant will properly pick up (lifting with your legs) the gas powered T.N.T. Hydraulic pump; carry it 25 feet to a 25-foot by 25-foot square area, placing the tool in one corner. Returning to the starting box, the participant will properly pick up a hydraulic cutter tool and one coiled hydraulic hose, carry it 25 feet to the 25-foot by 25-foot square area and place the tool in the opposite corner from the power pump. The participant shall then carefully uncoil and connect the hose to the hydraulic tool and the power pump. The participant will then disconnect the hose from the pump and cutter and carefully coil the hose. The participant shall then carry the hose and hydraulic tool back to the starting box. Finally, the participant shall return the pump to the starting box.

The participant shall walk to the finish line and time will stop.

Purpose: Simulate the essential job functions of moving tools/equipment to and from the location of the emergency and assembling systems for use.

Equipment and Weights Used: TNT hydraulic pump (weight 30.2 lbs.), TNT hydraulic cutter (weight 22-lbs.), coiled 50-foot hydraulic hose (weight 12 lbs.).