



SUN PEAKS FIRE & RESCUE  
RECRUIT FIREFIGHTER INFORMATION PACKAGE



*SUN PEAKS FIRE RESCUE*

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***“Everyone Goes Home”***



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Welcome to Sun Peaks Fire Rescue

On behalf of all of the members of Sun Peaks Fire Rescue, I would like to thank you for expressing interest in our department. Volunteer firefighting is a great way to give back to your community, learn new skills, challenge yourself and get to know your neighbors. It's a pastime that can be demanding at times but it's always rewarding. To prepare you for this pursuit, we have put together a comprehensive training program which will provide you with the *basic* skills necessary to work *safely* at practice, around the fire hall and at an emergency scene. This booklet will provide you with most of the information that you need to get through the recruit application and training process however, if you find that you have any questions or concerns, please let me know.

Thank you once again for your interest in our department. We are looking forward to working with you and wish you every success with the recruit training process.

Colin Cannon

A handwritten signature in black ink that reads "Colin M. Cannon".

Fire Chief, Sun Peaks Fire Rescue



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### GENERAL INFORMATION

Sun Peaks Fire & Rescue are the first responders for many emergency and non-emergency events in and around the Sun Peaks Area. The members in our department are highly trained emergency service professionals all working with the common goal of increased public safety and property conservation. Sun Peaks Fire & Rescue provides the resort municipality with:

- Structural Fire Protection
- Wildland and Urban Interface Suppression
- Emergency Medical Response
- Auto Extrication
- Embankment Rope Rescue
- Fire Prevention
- Fire Inspections and Investigations
- Public Education

### ENTRANCE REQUIREMENTS

Minimum Qualifications: (Required at the time of application)

1. Minimum 19 years of age
2. Must be in good physical condition (able to continuously lift 50lbs)
3. Hearing must be normal without aids
4. Must permanently live within the boundaries of Sun Peaks or Whitecroft
5. Applicant does not possess a criminal record
6. Valid Driver's License with a favorable Driver's Abstract

Preferred Qualifications:

1. Available to respond to daytime emergencies.
2. Advanced First Aid Training (OFA III, FR, EMR, PCP).
3. Previous Firefighting or other related work.
4. Class 3 or 5 License with Air Brake Endorsement.
5. NFPA 1001 or 1002 certification.
6. Post-Secondary Education.
7. Technical, Trades or equivalent level of training.
8. Considerable Mechanical Aptitude.



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9. Agility and Strength to perform arduous work under extreme weather conditions.
10. Ability to react quickly and remain calm under pressure

### VOLUNTEER FIREFIGHTER SCOPE OF WORK

Firefighters are responsible for the combating, extinguishing and prevention of fires and saving of life and property within the response area of Sun Peaks Fire and Rescue to Department standards. Firefighters participate in training as required by the Department training program, set out by the Fire Chief and Training Officer.

Without restricting the general nature and scope of the work, the following are illustrative examples of work which may be expected in the classification of Volunteer Firefighter:

1. Is on time, prepared and attentive to all department training and public education events.
2. Studies, and understands departmental Standard Operating Guidelines.
3. Familiarizes themselves with the handling, care and maintenance of all department equipment.
4. When an emergency call is dispatched, firefighters will attend safely and promptly directly to the fire hall unless otherwise instructed by the Incident Commander.
5. Lays and connects hose, directs water streams, raises and climbs ladders, uses portable extinguishers, self-contained breathing apparatus, and all other firefighting, rescue, tools and equipment.
6. Searches for and rescues persons from danger.
7. Ventilates premises to release heat and smoke; places salvage covers to prevent water damage.
8. Once adequate training is given, drives and operates motor driven firefighting apparatus.
9. Remains on the scene of an incident until given permission to leave by the Incident Commander.
10. Returns to the fire station after incidents and practices to assist in cleaning of equipment and making the apparatus and equipment ready for the next alarm; reports the loss or damage of apparatus or equipment.
11. Cleans and maintains his/her own equipment and ensures its ready state.
12. Ensures his/her name has been recorded on the attendance sheet for alarms and training.
13. Serves on any committee to which he/she may be elected or appointed.
14. Performs related duties as required.



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15. Attends a minimum of 2 Public Education displays per calendar year as directed by the Fire Prevention Officer.

### **Application Process**

#### **Stage 1: Application**

All Candidates must complete and submit the following documents to be accepted in the recruitment competition:

- SPFR Application Document
- Police Information Check
- Driver's Abstract and Photocopy of Driver's License

#### **Stage 3: SPFR Firefighter Medical Examination**

Applicants who pass the application stage will be required to undergo a firefighter medical examination conducted at the Sun Peaks Health Centre.

#### **Stage 4: Invitation for Recruit Training**

Topics covered throughout the recruit period include but are not limited to:

- PPE and SCBA
- Water Supply
- Ground Ladders
- Fire Streams, Hoses and Appliances
- Ventilation and Forcible Entry
- Wildland Firefighting
- Medical First Responder

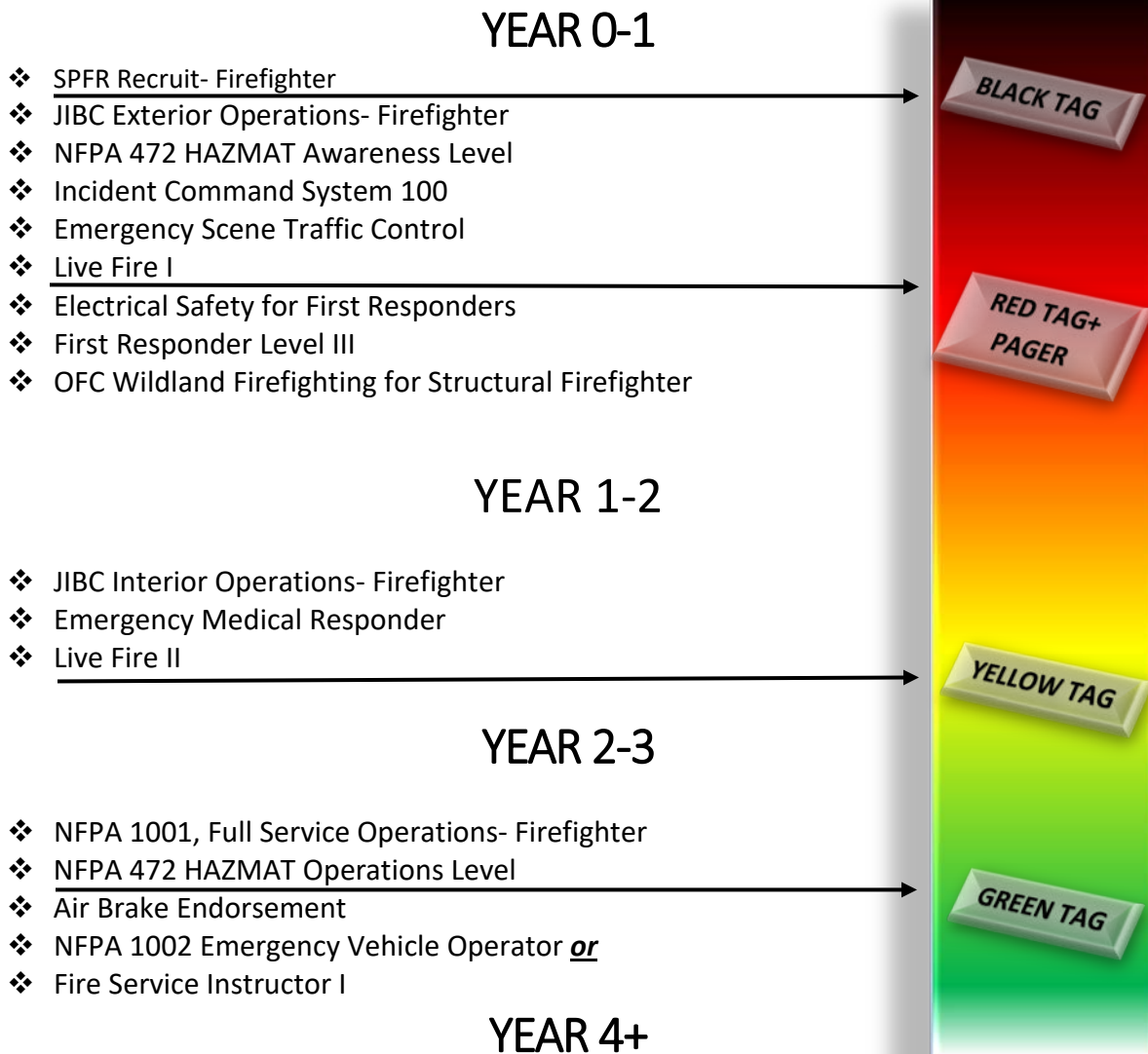
These topics are designed to prepare recruit firefighters to operate in low-risk supervised positions while on emergency scenes. Each recruit will undergo practical and written evaluations throughout the program. Recruit firefighters should be prepared to complete homework assignments in addition to weekly training sessions.



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The following diagram illustrates the training progression at Sun Peaks Fire & Rescue Based on years of service to the department. As you can see firefighting is a constant pursuit of learning and training, one of the qualities that makes firefighting such an exciting pursuit!

Sun Peaks Fire & Rescue  
**Fire Fighter Training Progression**





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- ❖ Emergency Scene Management I
- ❖ Incident Safety Officer
- ❖ Incident Command System 200
- ❖ Fire Officer 1



WHITE TAG

### **Expectations of a Recruit Firefighter**

Before you begin the process of becoming a recruit firefighter with SPFR, it is important that you understand the expectations that the department has of all its volunteers. It is also important for what you can expect from the department.

#### ***What the Fire Department expects from you:***

##### **SAFETY:**

It is expected that volunteer firefighters will conduct themselves in a manner that ensures:

- Their own safety
- Their team's safety
- The community's safety

##### **TRAINING AND PUBLIC EDUCATION:**

Volunteers are expected to attend 100% of the department's weekly recruit training and 70% attendance of weekly fire practices upon graduation of the recruit program. Firefighters are also expected to attend a minimum of 2 public education displays per year.

##### **EQUIPMENT:**

Firefighters are expected to care for and maintain any equipment that is issued to them by the fire department.

##### **RESPECT:**

Whether on duty or off duty, it is expected that volunteer firefighters will conduct themselves in a respectful manner that reflects positively on Sun Peaks Fire Rescue and all of its members.

##### **RESPONDING TO EMERGENCIES:**

Once a firefighter has completed recruit training and has been issued a fire department pager they will be expected to attend at least one emergency call out every four months (quarterly stipend period)



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## Expectations of a Recruit Firefighter (cont.)

### *What you can expect from the fire department*

#### SAFETY:

The primary goal of our fire department is to ensure that ***"Everyone Goes Home"***. There is no emergency operational objective that takes precedent over our safety. This applies to both emergency and non-emergency situations.

#### TRAINING:

All firefighters will receive the training required to work safely at an emergency scene. No firefighter will be asked to perform duties which they have not been trained to perform.

#### EQUIPMENT:

All firefighters will be given personal protective equipment and the tool necessary to work safely at an emergency scene.

#### RESPECT:

All firefighters will be treated with respect. Your efforts will be appreciated and your commitment will be valued.





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# Recruit Training



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FIREFIGHTER RECRUIT TRAINING WILL FOLLOW THE FOLLOWING TIMELINE:

All training is in done in conjunction with the Justice Institute of British Columbia and is completed to NFPA 1001 standards.

### MONTH ONE

- Communications
- Passport Accountability
- Responding to emergencies utilizing fire department apparatus
- Donning and Doffing personal protective equipment (PPE)
- Use of self-contained breathing apparatus (SCBA)
- Controlling building utilities
- Emergency Scene Traffic Control

### MONTH TWO

- Forcible Entry
- Positive pressure ventilation
- Small tool operation
- Vertical ventilation
- Hydraulic ventilation
- Drafting Operation
- Water Supply
- Use of fire department connections
- Hose rolls
- Hose carries and drags
- Operation of handlines
- Operating a deck gun master stream

### MONTH THREE

- Ground Ladders
- Operation of hoseline from ground ladder
- Rope Knots
- Hoisting small tools

### MONTH FOUR

- Drafting Operation
- Water Supply

Revised July 28 2018 by Joss Advocaat, Training Officer



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- Use of fire department connections
- Hose rolls
- Hose carries and drags
- Operation of handlines
- Operating a deck gun master stream
- Extinguishing vehicle fires

Upon acceptance to the Recruit Training Program each recruit firefighter will be issued the following:

### Personal Protective Equipment:

- Fire Helmet
- SCBA Mask
- Balaclava
- Structural turnout coat and pants
- Fire Boots
- Fire Gloves
- Rescue Webbing

### Learning Materials:

- Standard Operating Guidelines for new members
- Fundamentals of Fire Fighter Skills 3<sup>rd</sup> Edition

Upon successful completion of the Recruit Training Program, the candidate will be officially inducted as a member of Sun Peaks Fire and Rescue and will receive the following:

- Certificate stating completion of the Recruit Training Program
- Fire Department Pager
- SPFR uniform
- Security Access to Fire Hall
- Full use of the departments gym



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*I hope you have found this document useful in answering any questions you may have had regarding the Recruit Firefighter Program with Sun Peaks Fire & Rescue. Should you have any questions regarding the training provided or any services provided by the department please feel free to contact myself directly by calling the Fire Hall, 250-819-8985.*

*Thank you again for your interest,*

*I hope to see you in our next recruitment!*

Captain Joss Advocaat | Training Officer  
Sun Peaks Fire & Rescue