

DAUPHIN FIRE DEPARTMENT

Dedicated to the Protection of Life and Property



Recruitment Package

Are you looking for a challenge? Are you interested in serving your community and becoming an integral part of the community's emergency services?

The Dauphin Fire Department and its members have been serving the citizens for over a century.

Please take the time to review the information provided in this package and make a choice in becoming part a part of our firefighting family.





Dauphin Fire Department

Recruitment Package

MISSION AND GOAL

The Dauphin Fire Department, through professionalism, dedication to duty, integrity and training, strives to provide an effective and efficient system to identify and respond to community needs in order to safeguard the lives of the citizens and visitors of our community and minimize damage to property.

DFD works alongside the Sifton Fire Department to help protect the citizens of the Rural Municipality of Dauphin and is a part of the Riding Mountain Mutual Aid District protecting communities within the Parkland.

The goal of the DFD is to provide quick professional emergency response to those citizens under our protection while assuring our members have a safe and respectful work environment.

DEPARTMENT OPERATIONS

DFD is a part time (paid-call) fire department. This means you receive payment only when you attend regular scheduled practices and respond to alarms. The department has in place, a weekend standby salary for the summer months.

FIREFIGHTER RECRUITMENT

Dauphin Fire Department is looking for positive, energetic and community minded citizens to join our team. Residents of the City of Dauphin and any resident living within a 10 Km radius (see Appendix "B") of the Fire Station are welcome to join the DFD. Recruitment will be based solely on the staffing needs of the DFD which will be established by Department administration.

Requirements to qualify:

- Must be at least 18 years of age.
- Must have completed Grade 12 or equivalent.
- Must possess the mental and physical health to adequately perform the duties of a firefighter (see Appendix "C".)
- Must have a valid Class 5F license. Must be capable of obtaining a Class 4F license. Air brake endorsement is a plus; however, you will be given an opportunity to acquire your air brake license at a later date.
- Must be able to obtain a Red Cross Standard First Aid Certificate (training provided).
- Must submit the following:
 - Criminal Record and Vulnerable Sector Verification (available via RCMP at your cost)
 - Manitoba Driver's License Abstract (available via MPI at your cost)

DFD provides NFPA 1001 Fire Fighter training for new recruits at no cost to you.



Dauphin Fire Department

Recruitment Package

BACKGROUND CHECK AND PHYSICALS

A comprehensive background check is conducted on applicants to establish evidence of good moral character, a well-adjusted personality, community commitment and a pattern of conduct acceptable to the DFD.

CATEGORIES AND ADVANCEMENT

- Once all background checks are completed and pre-employment requirements are fulfilled the recruit will be classified as a "Recruit Fire Fighter".
- As a "Recruit Fire Fighter", individuals will have to complete the Manitoba Emergency Services College Fire Fighter Level I training (no financial cost to you) here in Dauphin delivered by our own Department instructors. The program is approximately 200 hours in duration and is completed over a 10-month period with weekly classes. The Department will also provide a Standard First Aid/CPR-C course at no financial cost to you.
- During the months of training, the "Recruit Fire Fighter" will be evaluated on their performance. Upon successful skills evaluation, you will be required to attend both practical and written examinations at the Manitoba Emergency Services College in Brandon (additional details are provided during training).
- Once a "Recruit Fire Fighter" passes the Fire Fighter Level I examinations, they are reclassified as a "Probationary Fire Fighter" and placed on a one-year probationary period and become familiar with all policies and operating guidelines of the Dauphin Fire Department.
- Following their successful completion of the one-year probation period, the "Probationary Fire Fighter" will become a "Class III Fire Fighter" in accordance with the established pay scale.

EMPLOYEE BENEFITS

Pay Scale

There are separate pay scales for the following levels:

- Recruit Fire Fighter
 - No formal Fire Fighter training
- Probationary Fire Fighter
 - Achieved Fire Fighting Practices Level I NFPA 1001 Accreditation
- Class III Fire Fighter
 - Achieved after 1 continuous year as Probationary Fire Fighter
- Class II Fire Fighter
 - Achieved after 3 continuous years of service from date of Class III status
- Class I Firefighter
 - Achieved after 3 continuous years of service from date of Class II status

The current wages, practice and weekend standby rates are included in Appendix "A" of this manual.



Dauphin Fire Department Recruitment Package

PRACTICES AND WEEKEND STANDBY

It is expected that recruits will attend weekly Wednesday evening practices and Fire Fighter Level I training held on Thursday evenings

Once the candidate has passed the Recruit Fire Fighter stage and Probationary Fire Fighter stage it is also expected that education will continue.

During the summer months, to assure protection of our citizens, weekend standby is established. This schedule covers July and August in addition to long weekends. Weekend standby may also be assigned at other times of the year. Platoons are assigned on a rotation to cover weekend standby and each Fire Fighter on Weekend Standby is compensated for each day covered.

As a Probationary Fire Fighter, you will be reimbursed the cost of your Class 4F license medical exam, one attempt at each of the written and road tests, written air brake test and practical air brake test; receipts must be produced to be reimbursed.

HIRING PROCESS

- Upon receipt of the required documentation, applicants are required to meet for an interview with a Chief Officer(s).
- An outline of the Department's operations will be discussed; an explanation on the amount of training you will be required to take to receive your Firefighter Level I NFPA 1001 will be discussed.

Firefighters, especially part time (paid call) members, can face highly stressful and physically demanding situations. During your training period you will be constantly evaluated and will be expected to perform all the training evolutions.

If you are physically incapable of meeting these objectives during your training, you may be released from the training program.



Dauphin Fire Department Recruitment Package

Once you become a member of the Dauphin Fire Department always keep the following priorities in place:

Your Own Safety
Your Family
Your Career
Your Fire Department

These priorities will help you become a member of a great team.



THANK YOU FOR CONSIDERING TO SERVE YOUR COMMUNITY.



Dauphin Fire Department Recruitment Package

Appendix "A"

DESCRIPTION	RATE
Recruit Fire Fighter	\$ 13.00
Probationary Fire Fighter	\$ 16.00
Class III Fire Fighter	\$ 17.50
Class II Firefighter	\$ 19.00
Class I Firefighter	\$ 20.50

PRACTICES

Every Wednesday evening beginning at 7:00 pm

LEVEL I & II TRAINING

Every Thursday evening beginning at 7:00 pm

WEEKEND STANDBY

\$ 30.00 per day

- Weekend Standby includes Victoria Day Long Weekend in May. The regular schedule of Weekend Standby begins the last weekend of June to the Labour Day Long Weekend in September inclusive.
- Standard Weekends = Saturday/Sunday 1800 hrs Friday to 0600 hrs Monday
- Long Weekends = Saturday/Sunday/Monday 1800 hrs Friday to 0600 hrs Tuesday
- Three platoons are assigned for Weekend Standby. Firefighters are assigned to one of the three platoons and are scheduled for shifts on a rotational basis (once every third weekend).

DAUPHIN FIREFIGHTER'S ASSOCIATION

Firefighters automatically become members of the Association. The Firefighter's Association performs extracurricular activities to fundraise for various goals within the Department in exchange for donations from the public sector. Extracurricular activities throughout the year include: suppression activities for Dauphin's Countryfest, Dauphin Agricultural Society Summer Fair.

Past purchases from the Association which are then donated back to the Fire Department include items such as a water rescue boat, rescue boggan, electric positive pressure fan, industrial washing machine for turn out gear, and thermal imaging camera.

Firefighters also contribute \$20.00 per month automatically towards the Association for various events such as the Firefighter's Christmas Dinner, Children's Christmas Party and Annual Firefighter's Ball.



Dauphin Fire Department Recruitment Package

Appendix "B"

Insert Date

Dear Physician,

_____ has applied as to the Dauphin Fire Department for the position of a Recruit Fire Fighter.

Please complete the following questionnaire with regard to the applicant's ability to meet the physical, emotional and psychological demands of this position. For your reference, a role description of the position is attached.

Applicant Information:

Name: _____

Address: _____

Physician Information:

Name: _____

Address: _____

Assessment:

Please review the role description carefully.

1. Is the applicant medically fit to perform the duties described?
 - Yes No
2. Is the applicant prescribed any medication that may affect his or her ability to perform the duties described?
 - Yes No
3. Are there any other medical concerns that may impact on the individual's ability to perform the duties described?
 - Yes No

Comments:

I, the undersigned, am a legally qualified medical practitioner, licensed to practice in the Province of Manitoba. This report confirms my evaluation and medical opinion of the applicant.

Signature

Date



Dauphin Fire Department Recruitment Package

Appendix “C”

POSITION - FIRE FIGHTER

GENERAL STATEMENT OF DUTIES:

Performs firefighting duties and other related work as required.

DISTINGUISHING FEATURES OF THE RANK:

This is manual work of a hazardous nature involving the fighting of fires, salvage, rescue work and some first aid generally under the direct supervision of superior officers. Regular training and some maintenance work on the fire station and vehicles is required.

Fire fighters may be required to make decisions and work without supervision until an officer arrives at the scene.

EXAMPLES OF WORK:

- Responds to fire, rescue, hazardous materials emergencies and other emergencies assigned to his/her company;
- Lays and connects hose lines, nozzles and other related appliances, turns water on and off;
- Holds fire hose and directs fire streams;
- Operates a pressure pump as assigned;
- Operates elevating devices as assigned;
- Drives fire apparatus as assigned;
- Carries, puts up and climbs ladders;
- Operates rescue equipment;
- Performs salvage work at fire and emergency scenes using salvage covers, vacuums, mops, squeegees, etc.;
- performs ventilation by making openings in buildings, using exhaust fans or fog streams;
- Enters burning or contaminated buildings, structures and other areas to fight fires and/or perform rescues while wearing required clothing and safety equipment;
- Assists in giving first aid to the injured;
- Assists in cleaning firefighting equipment upon return to the station after an emergency call or a practice;
- Attends regular training sessions to practice existing procedures and to learn and practice new firefighting and rescue methods;
- Cleans and maintains areas of the fire station used by the members as scheduled;
- Assists with the fire prevention program
- Other duties as assigned by the Fire Chief



Dauphin Fire Department

Recruitment Package

POSITION - FIRE FIGHTER (CONTINUED)

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Mental alertness, mechanical aptitude, ability to get along well with others, willingness to perform any task assigned, conscientious and dependable, good physical condition, currently has a valid Class "4" license complete with air endorsement or able to obtain such license within one year of joining the fire department.

ACCEPTABLE TRAINING AND PHYSICAL CONDITION:

Must participate in at least 60% of the required training for the year and must provide a medical clearance performed by a physician licensed to practice in the Province of Manitoba.

WORKING CONDITIONS:

The fire fighter will be expected to respond and work in all types of weather and less than ideal conditions. He/she could have to enter hazardous atmospheres and areas and will be expected to work in a safe manner.