



REGIONAL DISTRICT  
NORTH OKANAGAN

# PAID-ON-CALL FIREFIGHTER APPLICATION PACKAGE



The Regional District of North Okanagan Fire Department service is comprised of three halls and over eighty volunteer firefighters. These selfless individuals respond to over 700 emergencies yearly across a large, predominantly rural area. They work together to create a professional and empathetic atmosphere that is fair, honest, and ethical, treating all individuals with respect and dignity.

**Mission:** RDNO Fire Departments offer effective and efficient fire prevention, suppression, and rescue services to citizens, and extend mutual aid to other areas upon request



**The BX-Swan Lake Fire Department** serves Electoral Areas B and C residents. The population of the service area is around 6,700, and experiences about 330 calls per year. This department has 35 paid-on-call members.

The department operates with nine apparatuses:

- A 1250 gpm front-line engine;
- A 1050 gpm engine/tender;
- A fully equipped rescue truck;
- A 1500-gallon tender;
- A 2000-gallon tactical tender;
- A rescue/bush truck;
- A wildland/interface mini-pumper; and
- A structure protection trailer unit (20 ft.);
- A Utility/Bush truck.



**The Lumby and District Fire Department** offers this essential service to the Village of Lumby and some areas of Electoral Area D, serving about 4,400 people. The department responds to around 310 emergency calls annually and has 27 paid-on-call members.

The department operates with seven apparatuses:

- A F550 Bush Truck;
- A Freightliner front-line engine;
- An American LaFrance Aerial engine;
- One rescue truck;
- Two 1500-gallon tenders and;
- Wildland 6 x 6 UTV.



**Silver Star Mountain Fire Department** ensures the safety and protection of its residents. This resort fire department is responsible for safeguarding 249 permanent residents and over 5,000 seasonal residents on Silver Star Mountain. The department receives approximately 75 calls per year, mainly for medical emergencies and fire alarms. Currently, there are 18 paid-on-call members in the department.

The department operates with three apparatuses:

- A Freightliner front-line engine;
- A Freightliner second-line engine;
- A F550 rescue unit.



Fire and rescue services are one of the most diverse and demanding professions. If you become a paid-on-call firefighter, you will experience personal rewards and a sense of achievement like no other. Your primary responsibility as a firefighter is to control and extinguish fires and promptly respond to emergencies that threaten life, property, or the environment. You are expected to manage your reactions during times of crisis and while working in extreme environmental conditions. Calls may come at any time, 24 hours a day. It takes immense courage and dedication to be a firefighter.

To become a firefighter, you need to be reasonably physically fit. You should feel comfortable working off ladders at heights and in confined spaces. If you believe you have what it takes to meet the challenges of our service, we welcome you to join us.

***This profession is not for everyone - but maybe right for YOU!***

## RECRUITMENT

North Okanagan residents are provided fire protection services by the Regional District of North Okanagan in specific areas through the BX-Swan Lake, Lumby & District, and Silver Star fire departments. The fire departments recruit candidates as per their requirements. All three departments work on a volunteer platform and offer paid-on-call positions.

Applicants must:

- be 19 years of age for BX-Swan Lake Fire Dept.
- be 18 years of age for Lumby and District or Silver Star Fire Departments.
  - The Lumby and District Fire Dept. operate with some “junior firefighters” with a minimum age requirement of 16 years. (Additional restrictions apply).
- live in the catchment area for Lumby and District Fire Dept. Live in or near the catchment area for Silver Star Fire Dept. and BX-Swan Lake Fire Dept.
- Be able to read maps and record data.
- have a valid BC Driver’s License.
- possess the mental and physical health to perform a firefighter's duties adequately.
- be highly motivated and dedicated to helping people.
- submit a Criminal Records Check for vulnerable sectors.
- Submit a BC Driver’s License Abstract. (National Safety Code “N” abstract if commercial license).
- be willing to submit a prescribed medical examination after being successfully hired.

A recruit is expected to:

- attend as many practices and calls as per policy and procedures.
- carry a pager.
- be respectful of officers, fellow firefighters, and the public.
- possess a willingness to learn.
- demonstrate a commitment to their development of becoming a firefighter.

***Our one purpose is to provide service to our community.***



**Initial Training (Completed within first two (2) years)**

- Minimum 125 hours: Exterior Firefighter Competency
- Minimum 92 hours: Interior Firefighter Competency

**Other Training**

- 50 hours: Emergency Medical Responder Level 3 (recertify every three years)
- Approximately 4- 6 hours per quarter: extra-curricular training
- Specialized training as needed

**Practices**

- New recruit orientation
- 2 hours per week: regular practice night

**Additional: (Possible)**

- 2 hours per month: hall duties.
- Varied hours per month: tasks (as assigned)
- Varied public service events

**Emergency Call-outs**

- Varied per department



# REGIONAL DISTRICT NORTH OKANAGAN

## PRACTICAL MEDICAL READINESS QUESTIONNAIRE (CONFIDENTIAL WHEN COMPLETED)

This questionnaire is designed to prescreen applicants to the rigorous physical fitness requirements of firefighter activities and training. Please read the questions carefully and answer each one honestly: check YES or NO.

**Name:** \_\_\_\_\_  
(Print Full Name)

- |   | <b>Yes</b> | <b>No</b> |
|---|------------|-----------|
| 1. Have you ever been bothered by shortness of breath?  | ___        | ___       |
| 2. Have you ever had frequent bouts of respiratory problems, such as influenza, asthma or pneumonia?  | ___        | ___       |
| 3. Have you any back problems that would prevent you from lifting heavy objects?  | ___        | ___       |
| 4. Has a Doctor ever said you have heart troubles?  | ___        | ___       |
| 5. Do you often feel faint or have spells of severe dizziness?  | ___        | ___       |
| 6. Do you frequently have pains in your heart or chest?   | ___        | ___       |
| 7. Has a Doctor ever said your blood pressure was too high?   | ___        | ___       |
| 8. Has a Doctor ever told you that you have a bone joint problem such as arthritis, that has been aggravated by exercise, or might be made worse with exercise? | ___        | ___       |
| 9. Is there any reason, not mentioned here, why you should not undergo strenuous physical testing or exertion, even if you wanted to?                           | ___        | ___       |
| 10. Do you have any allergies? _____  | ___        | ___       |
| 11. Are you in good physical shape and accustomed to vigorous exercise?   | ___        | ___       |

**If you answered YES to one or more of the above questions (other than question 11) you will not be allowed to proceed in the application process without medical information indicating you are cleared to participate. To proceed consult your physician, explain which questions you answered YES to on the questionnaire and show your physician this sheet along with the Firefighter Medical Examination form to complete.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



This is the first step in the RDNO Fire Department's screening process. Incomplete or inaccurate applications will not be accepted. Attach your cover letter and resume with this form.

**Select a Fire Department**

BX-Swan Lake	Lumby and District	Silver Star
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Information is collected under s.26 of the Freedom of Information and Protection of Privacy Act. Data on this form is used to determine applicants' suitability for the position of POC firefighter. If you have any questions about the collection of personal information, please contact the Manager, Protective Services, RDNO, at 250-550-3291.

**Applicant Information**

Name: \_\_\_\_\_, \_\_\_\_\_  
(SURNAME) (GIVEN NAMES)

Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Phone Number: \_\_\_\_\_  
(HOME) (CELL)

Email: \_\_\_\_\_

**Qualifications**

YES / NO

Are you over the age of 18?

If applying as a Junior Firefighter, are you over the age of 16?  
*(NOTE: You must also complete the Junior Firefighter Permission Form)*

Do you live in the fire department's catchment area?

Are you legally eligible to work in B.C.?

Do you possess a valid BC Class 5 Unrestricted Driver's License?

BC Driver's License No.: \_\_\_\_\_ Class: \_\_\_\_\_

Do you have the following certificates?

Air Brake Certification:

Air Brake Theory

First Aid Certification:

Level: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Equipment and Small Tools:

(List certificates obtained): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_





List other relevant certifications: \_\_\_\_\_

**Education**

YES / NO

Have you completed secondary school?

Grade Completed: \_\_\_\_\_

Have you completed Post-Secondary, Vocational, or Trade Training?

List all education applicable to Fire Rescue: \_\_\_\_\_

**Experience and Skills**

Have you worked previously as a firefighter?

Describe your skills or other experience that may benefit the operation of the department: \_\_\_\_\_

**Other**

YES / NO

Do you have commitments preventing you from attending call-outs and practices?

This position requires you to arrive at the fire hall in a timely manner - do you have reliable transportation?

Firefighting is physically demanding work - does this type of work present limitations for you?

Are you presently employed or self-employed?

Is there any time you are not available to respond to emergency calls (list all)? \_\_\_\_\_

RDNO requires a clean criminal record check. Will this be a problem?



Have you been involved in community work?

If yes, please specify: \_\_\_\_\_

Two character references (with phone number) not related to you: \_\_\_\_\_

I, the undersigned, am applying to the Regional District of North Okanagan to enroll as a Paid-On-Call Volunteer Firefighter. If accepted, I will undertake to perform such duties as may be assigned to me by the Fire Chief or their designate.

I am aware that if my application is accepted for review, I am required to undergo and obtain the following to complete my application:

- A Current Drivers Abstract
- Practical Medical Readiness Questionnaire
- Physical Fit Test

Please Note: A Medical Assessment Report (completed by a Physician) and a Criminal Record check are required to complete the hiring process but are not required at this time to complete this application.

I hereby give consent to the Regional District of North Okanagan and the chosen Fire Department to conduct verification of the information provided as required.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

The personal information on this form is collected under the authority of the Local Government Act. This information is held confidential. If you have any questions about the collection and use of this information, contact the Manager, Protective Services, Regional District Office at 250-550-3291 or 250-550-3700.

**Send your completed application form along with your cover letter and resume to [ProtectiveServices@rdno.ca](mailto:ProtectiveServices@rdno.ca) or drop it off at your chosen Fire Department.**

**FOR OFFICE USE**

Interview Date: _____	Time: _____
Recommended for employment: YES / NO	If Yes, start date: _____
If No, explain the reason (s): _____	