



King County Fire District 20



Probationary Volunteer Firefighter Recruitment Packet



INTRODUCTION

The following information is provided to give the candidate a better understanding of the Probationary Volunteer Firefighter position and the elements involved in the selection process.

The department's goal is to maintain an active eligibility list of qualified candidates for the purpose of filling Volunteer Firefighter vacancies.



POSITION DESCRIPTION

King County Fire District 20 (KCFD 20) Firefighter's perform challenging and rewarding work preventing, combating, and extinguishing fires, as well as providing emergency medical services to the community. Along with answering emergency calls, Firefighter's engage in operating and maintaining fire and rescue department equipment, apparatus and station quarters. This work involves duties of protecting life and property through the performance of EMS and firefighting activities through general training and certification procedures.

Firefighter's are required to learn and participate in the operation of apparatus and in the performance of hazardous tasks under emergency conditions. Working under conditions involving fire, heat, and smoke in hazardous surroundings may impose mental and physical stress. Although rescue and firefighting work are the most difficult and responsible areas of the job, a significant portion of time is spent training and pre-planning for the purpose of fire prevention, delivery of public education, performing routine station and equipment maintenance, and performing other duties as needed.

QUALIFICATIONS

To qualify as an Volunteer Firefighter with KCFD 20, the applicant must possess the following minimum requirements:

- Minimum 18 years of age
- Valid driver's license
- High school diploma or equivalent
- Excellent physical condition

DEPARTMENT FACTS

- Combination Department (Career & Volunteer)
- Area Served: 3 square miles
- Population served: 18,363 residents
- Operate from 1 station: 1 engine, 1 aid car, REHAB unit and 1 reserve engine
- 12/48 - 12/96-night shift or Mon-Fri day shift and weekend shifts are available
- Respond to approximately 2,400 incidents per year

You can find more about our department at www.king20fire.org



Benefits

As a member of the department, you are covered for on-the-job injury by State Board for Volunteer Firefighters (BVFF).

1. **The State Board for Volunteer Firefighters and Reserve Officers administers the Volunteer Firefighters' and Reserve Officers' Relief and Pension Act (RCW 41.24)** - The BVFF is an L&I-like state agency that provides coverage for volunteer firefighters hurt in the line of duty. The department pays the annual premium for members in good standing. This premium provides disability insurance that includes medical benefits & time loss from work; death benefit of \$152,000; funeral benefit of \$2,000 and survivor benefits for spouse & children.
2. **Attached is the Procedures for on-the-job injuries and a summary of BVFF Relief Pension Act.** You will need to complete personnel paperwork and at that time the following options are available to you.
3. **BVFF Pension Fund (Optional)** - The member is responsible for half of the premium for the first two consecutive years, which is \$30 per year. After the member has participated in the program for 2 consecutive years, the fire district will pay the entire premium for active members in good standing.
4. **Group Life Insurance** - The Fire District pays the premium in full for active members in good standing. Upon the death of a member, coverage is provided to a maximum of \$25,000 as outlined in the Fire District Group Life Policy.
5. **VFIS Accident & Sickness Policy** - The Fire District pays the premium in full for active members in good standing. In the event a member is injured or becomes ill due to an exposure in the line of duty, coverage is provided as outlined in the Fire Districts Accident and Sickness Policy.
6. **Federal Public Safety Officers Benefits Act/Home town Heroes Survivor Benefits Act** - On November 18, 1988, then President Ronald Reagan signed legislation amending the Public Safety Officer's Benefits Act. The amendment significantly improved federal benefits for the nation's law enforcement officers, fire fighters, rescue and Emergency Medical Technician members, both paid and volunteer in the event of a line of duty death. See websites: www.bohmf.org; www.psobl.gov; and www.benefits.gov for more information
7. **Washington State Firefighters Association Spouse and Orphans Fund (Optional)** - The fire district will pay the premium in full for active members who are in good standing. The benefit is determined by the Spouse & Orphans Fund Board.

8. Volunteer Firefighter Stipend

Shift Firefighter (Required)	\$40 Per shift
Daytime Monday – Friday (Optional)	\$240 Per shift
Daytime Weekend (Optional)	\$240 Per shift

9. Volunteer Firefighter Shift

Shifts	Scheduled Days	Hours
Shift Firefighter Night (Required)	Monday – Friday	1900-0600
Daytime Monday – Friday	Monday - Friday	0600-1700
Daytime Weekend	Saturday - Sunday	0600-1700
Shift Firefighter Night (Required)	Saturday – Sunday	1700 - 0600

SAMPLE shift calendar “B” shift

Red days indicates the shifts you could be required to work. Schedule flexibility is available.

November, 2017							
Su	M	Tu	W	Th	F	Sa	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

KCFD 20 SELECTION PROCESS

Selecting the right candidates is of the utmost importance. We screen all applications for position requirements while treating each applicant equally and fairly without regard to the person's age, gender, race, religion, national origin, creed or political affiliation.

Lateral Candidate Opportunity

Candidates that have CPAT, EMT, CPR & AED and IFSAC Certified Firefighter I or II may be considered for a Lateral position. If there is no immediate need for lateral firefighters, your application will be kept on file.



Physical Ability Test (CPAT)

The candidate will be required to complete a Physical Ability Test (CPAT) before attending the academy. The CPAT is conducted by [Public Safety Testing](#) or [National Testing Network](#). The CPAT consists of eight job-specific events that must be administered following rigorous and detailed testing and equipment standards.

The 8 CPAT events are:

- Stair Climb
- Hose Drag
- Equipment Carry
- Ladder Raise
- Forcible Entry
- Search
- Rescue Drag
- Ceiling Breach & Pull

Candidate Eligibility List

Candidates are ranked based oral interview, certifications, previous experience and background. When positions become available, the department will select preferred candidates from the ranking list and notify them of the next step in the process.

Oral Interview

Candidates reaching the interview panel have shown the qualifications that are sought after by the department. The candidate will sit in front of an interview panel consisting of the Fire Chief, Fire Officers and members of the department.

Background Check

Successful candidates must successfully pass a background check. An outside agency will conduct this check and forward the results to the Fire Chief for dissemination to move the candidate forward.

Medical Exam

The medical exam is the last step in the process. Candidates will be scheduled to attend a medical exam. A determination of fit for duty will be given to the Fire Chief.

Recruit Academy: If you do not have your IFSAC Certified Firefighter I, you may be considered for the Recruit Academy offered each Spring & Fall at the Fire Training Academy in North Bend.

Fire Training Academy:

The academy is 12 weeks long and there are typically two weekend academies offered each year. Class Times are as follows: **Tuesday evening, Thursday evening, Saturday all day**

The District provides tuition, lodging & meals as well as uniforms & equipment for class. You must provide your own transportation to and from the academy. Recruits often carpool together.

Recruits do have an opportunity to attend King County EMS class. King County has a Spring and Fall class each year. Typically, the recruit is sent to the class after 6 months to a year of volunteering with us. The class requires an application and a test to be eligible and placed on a list and then King County picks from the list. The classes are limited in size so it is very possible the person may have to retest for the next class if there was not room for them.

Interview tips:

1. Arrive at least 30 minutes early. **DO NOT BE LATE!**
2. Shake hands with the board members upon entering the room and repeat their names using appropriate titles.
3. Take a seat after being directed to do so.
4. Make yourself as comfortable as possible. Don't forget to smile. Be yourself.
5. Lean forward and listen carefully to the information and questions.
6. Follow along with the question while it is being read.
7. You can ask the board member to repeat the question if you do not fully understand.
8. When beginning to answer question make eye contact with the board member who is reading the question. Scan each board member while answering the question. End your answer by looking at the board member who asked the question.
9. If the question has two parts, make sure you answer both parts of the question.
10. If during your answer you get confused or lose your train of thought, stop and either have the board member re-read the question or refer back to the question in front of you.
11. Pause between thought processes, avoid using "and ums", "ahs", "and stuff like that". These can be distracting to the board.
12. Answer the question as succinctly as possible; do not ramble.
13. Minimize stories and use examples sparingly. Do not use examples that do not apply.
14. A closing statement may be acceptable, however, be brief, do not ramble. Thank the board members for their time and consideration.
15. Remain seated until chairperson gives exit instructions.

Thank you for your interest in our volunteer program.