



# **CROSSFIELD FIRE DEPARTMENT**

Being a Paid On-Call Firefighter is a rewarding and fulfilling opportunity. All members will be challenged both mentally and physically on every call. To help the department identify those potential team members showing the commitment, passion, and integrity which makes up our team. The application process to join the Crossfield Fire Department is broken down into stages:

**Stage 1** – Application Submission

**Stage 2** - Interview

**Stage 3** – Criminal Records Check and Medical

**Stage 4** – Physical Abilities Testing

**Stage 5** – Chief's Meet and Greet/Offer of Membership/Acceptance Agreement

**Stage 6** – Orientation/Training Weekend

**Stage 7** – 12-month Probationary Period

## **Stage 1 - Application Submission**

This is where you provide the initial “you”. Please ensure that you are thorough and provide as much of the relevant information that is asked for. It is also highly recommended that you include a formal resume with your application.

## **Stage 2 - Interview**

The applications will be reviewed and those chosen for an interview will be contacted. As with any interview, this is when you can tell us why you want to be a member of our department and team. Questions will consist of behavioral and scenario questions. This stage will also involve potentially reaching out to the references which you provided on your application.

## **Stage 3 - Criminal Records Check and Medical**

Due to the sensitive nature of the work, we do with the public, the department requires criminal records check which includes the “vulnerable sectors”. This can be completed through the Airdrie RCMP detachment.

Being medically fit is extremely important throughout a firefighter’s career. Our medical and fitness requirements have been set to enable firefighters to do their job safely, for themselves and others. This is why we require a medical to be completed by your family doctor. This is completely confidential in nature and no personal information will be divulged. The cost of this will be borne by the applicant, if any, and then reimbursed once the member has completed their probationary period.

## **Stage 4 - Physical Abilities Testing**

Being able to work with the equipment and meet the physical requirements of the job, a physical abilities test is conducted. This stage involves doing some agility, strength, and cardio drills which will include lifting and holding heavier equipment, climbing stairs, crawling, and dragging items.

**NOTE: The medical form must be completed prior to moving into this stage.**

## **Stage 5 - Chief's Meet and Greet/Offer of Membership/Acceptance Agreement**

You've made it through! At this stage the Fire Chief would like to sit down with you to provide their congratulations for making it through the process thus far. This will also be a time where we can have a discussion regarding what the future holds for you as a team member.

The "Paid-on-call Firefighter Agreement" will be presented and explained. You will have the opportunity to take this agreement home and review it. Upon review you will need to sign the agreement stating that you have read it and will abide by the agreement.

## **Stage 6 - Orientation/Training Weekend**

All new recruits will be required to attend a weekend orientation/training weekend. This weekend will provide you with the basics of what we do and how we do it. You will be introduced to the programs we use, be provided with your required PPE (bunker gear), an overview of operational equipment, and some basic fundamentals in firefighting. At the conclusion of this weekend, we will have provided you with the information to continue with your probationary period.

## **Stage 7 - 12-month Probationary Period**

Once you have completed the orientation/training weekend, you will receive a platoon assignment. This will provide you with who you will be reporting to and the group to forward questions or concerns to.

During this probationary period, you will be shadowing the members on your platoon on the calls which you attend. You will be expected to attend training and continue your learning path in firefighting. Be prepared as you will have an additional learning curve which will consist of several courses and internal information about the department. The most important thing to remember during the probationary period is to ask questions, this is imperative for a positive learning outcome.

At the end of this probationary period and upon completing the requirements within the probationary period, you will be moved into a "Firefighter" status. This is when additional training will be available to you and more responsibilities as prescribed.