

# NIAGARA WEST FIRE & EMERGENCY SERVICES



## VOLUNTEER FIREFIGHTER RECRUITING INFORMATION GUIDE

2024



## ***WELCOME!***

Thank you for your interest in becoming a volunteer firefighter in the Town of Lincoln. Niagara West Fire and Emergency Services has a proud tradition and is highly respected in the community. Should you be accepted, you will be joining a long line of men and women who have demonstrated dedication, service, compassion, and integrity in the protection of life and property within the Town of Lincoln.

Firefighting today is a very diverse and challenging endeavour. Imagine having to train and prepare to respond at a moment's notice to deal with a wide range of situations from structure fires, to serious motor vehicle collisions, to medical emergencies, to hazardous materials spills, and just about every other emergency situation imaginable in between. To add to this challenge, consider that you may be needed at any time of the day or night, seven days a week, in any kind of weather, and often under stressful or emotional circumstances.

Realistically, firefighting is not for everyone. You need more than just a burning desire to help people. A firefighter also needs dedication, courage, assertiveness, and a willingness to learn and to face new challenges head on. Unlike what you may see in the movies, firefighting is often hot, dirty, and strenuous work, often in uncertain, unpleasant, and hazardous environments. Being a volunteer firefighter also requires a considerable time commitment.

However, the excitement, camaraderie, personal reward, sense of accomplishment, and satisfaction that comes with being involved in a firefighting team is often beyond description.

Being a volunteer firefighter requires a serious commitment. If you believe you have what it takes to meet the challenges, we welcome you to apply to join us!

***Greg Hudson***  
Fire Chief

***Bill Blake***  
Deputy Fire Chief

## ***ABOUT US***

Niagara West Fire and Emergency Services protects an area of 163 square kilometres including 16 kilometres of the Queen Elizabeth Way and the coastline of Lake Ontario. To protect the town's population of 25,716\*, Niagara West Fire and Emergency Services operates four fire stations:

- **Fire Station 61 4594 Ontario Street, Beamsville**
- **Fire Station 62 3970 Fly Road, Campden**
- **Fire Station 63 3335 Tallman Drive, Vineland**
- **Fire Station 64 3763 Nineteenth Street, Jordan**

The department employs a full-time Fire Chief, Deputy Fire Chief, two Fire Prevention Officers, a Emergency Management Coordinator, a Fire Coordinator, and a complement of 118 volunteer firefighters. Our fleet consists of six pumper trucks, one aerial truck, one heavy rescue truck, three tanker trucks, three squad units, one rehab unit, an all-terrain vehicle, two command vehicles, and two fire prevention vehicles.

Niagara West Fire and Emergency Services is well equipped to respond to a variety of emergencies including structural and vehicle fires, motor vehicle collisions, industrial accidents, water and ice rescues, hazardous materials incidents, and medical emergencies. We respond to approximately 900 emergency calls per year town-wide, with individual station responses ranging from approximately 100 calls to 500 calls annually per station.

Like the majority of other municipalities in Ontario, the Town of Lincoln relies on a complement of dedicated and fully trained volunteer firefighters to provide fire protection services. In order to provide an acceptable level of service, we depend on the availability of an adequate number of volunteer firefighters at any time of the day to respond to emergencies.

Volunteer Firefighters are compensated at a competitive hourly rate, plus vacation pay, for emergency response, training, and other approved activities. A T-4 slip is issued to all personnel each year for taxation purposes. All Niagara West Fire and Emergency Services personnel are protected by Workplace Safety and Insurance Board compensation and group life insurance coverage.

## ***TRAINING***

Niagara West Fire and Emergency Services is committed to a philosophy of life-long learning. Our training program is essential to the success of our department. Active participation in the training program by all firefighting staff ensures that our team works effectively, efficiently, and most importantly safely!

Newly hired firefighters undergo a comprehensive recruit training program. In addition to training in firefighting techniques, firefighters also receive instruction

and certification in first aid, cardio-pulmonary resuscitation (CPR), airway management, oxygen therapy, and defibrillation.

The Niagara West Fire and Emergency Services training program follows the NFPA 1001 Firefighter Level I and Level II Program, identified by the Office of the Fire Marshal. In order to maintain an acceptable level of knowledge and skills proficiency, there is a requirement to attend at least 53 hours of training annually.

Personnel meet each week for equipment checks and training. Stations 61 and 63 meet each Tuesday evening between 1900hrs and 2200hrs, while Stations 62 and 64 meet each Thursday evening between the same hours.

In addition to the regular weekly training schedule, an abundance of opportunities to participate in additional training courses and activities arise on an ongoing basis.

## ***EQUIPMENT***

All personnel are fully outfitted in personal protective equipment including a helmet, bunker gear (firefighting coat and pants), boots, gloves, etc. All safety equipment necessary to perform the duties of firefighter is supplied by the Town of Lincoln.

Each firefighter is issued a pager to be alerted of emergency calls.

All personnel must be capable of and comfortable wearing self-contained breathing apparatus. **Due to health and safety regulations regarding self-contained breathing apparatus, firefighters may NOT have beards or excessive facial hair.** This is a condition of employment as a Volunteer Firefighter.

## ***MINIMUM ELEGIBILITY REQUIREMENTS***

Applicants for the position of Volunteer Firefighter MUST:

- Be at least 18 years of age.
- Be a resident of the Town of Lincoln or reside within a close proximity to Lincoln's municipal boundaries, and/or work full-time in Lincoln.
- Possess a valid Ontario driver's licence at a class "G" level or greater at the time of application, with a good driving record. Candidates will be required to produce a current Ministry of Transportation driver's abstract.
- Have no previous criminal convictions for which a pardon has not been granted. Candidates will be required to undergo a police records check.
- Be medically fit to perform the duties of firefighter. Candidates will be

required to produce a Volunteer Firefighter Medical Evaluation Report from their physician.

- Be physically fit to perform the duties of firefighter. Candidates will be required to successfully complete a version of the Fire Ontario Firefighter Screening Service Candidate Physical Ability Test (CPAT).
- Have a reliable means of transportation to respond to alarms.
- Be willing and able to respond to an acceptable number of emergency calls (25%).
- Be willing and able to meet the attendance requirements of the fire department training program. Currently, 53 hours of regularly scheduled training annually.

The following are not required, but will be considered definite assets:

- Availability to respond to calls over the daytime hours during the work week.
- Current Standard First Aid and/or Cardiopulmonary Resuscitation (CPR) certificates.
- Class A, B, C, or D Ontario driver's license, preferably with "Z" endorsement.
- Previous firefighting experience.
- Related training or experience (medical, skilled trades, coaching, etc.).

## ***HIRING PROCESS***

### **STAGE 1 – INFORMATION SESSION**

#### **IMPORTANT - MANDATORY!**

**Anyone wishing to apply for a Volunteer Firefighter position MUST to attend one of the following Information Sessions\*:**

***Session 1: Tuesday, February 6, 2024  
Fire Station 61 – 4594 Ontario Street, Beamsville  
7:00pm to 8:00pm***

***Session 2: Thursday, February 8, 2024  
Fire Station 64 – 3763 Nineteenth Street, Jordan Station  
7:00pm to 8:00pm***

*\* Attendance is a mandatory component of the recruitment application*

- There is no need to register for any of the Information Sessions. Simply attend the session that is most convenient for you during the scheduled dates and times above.
- The Information Sessions will include a short presentation on what the job of a volunteer firefighter involves and an overview of the firefighter recruitment process.
- There will also be an opportunity to tour the fire station, view the fire trucks and equipment, to talk to firefighters informally, and to have any questions answered.
- **Applications for the Position of Volunteer Firefighter** will only be accepted for those that attended an information session.

### **STAGE 2 – APPLICATION**

- Completed **Application for the Position of Volunteer Firefighter** forms may be emailed, mailed or delivered to:

**Volunteer Firefighter Recruiting**  
**Attention: Tanya Lamb, Fire Service Program Coordinator**  
**Niagara West Fire and Emergency Services**  
**4594 Ontario Street**  
**Beamsville, ON L3J 1L3**  
[tlamb@lincoln.ca](mailto:tlamb@lincoln.ca)

- The application deadline is **Friday, February 16, 2024, at 4:30 pm.**

### **STAGE 3 – APTITUDE APPRAISAL**

- Applicants who meet the minimum eligibility requirements will be invited to advance to the Aptitude Appraisal stage of the hiring process.
- The Aptitude Appraisal will be held on **Saturday, March 2, 2024**, for those who qualify.
- Consists of 50 multiple choice questions designed to measure the following fundamental skills essential to the job of firefighting:
  - ✓ Ability to understand written and/or verbal information
  - ✓ Technical and mechanical skills
  - ✓ Reading, reasoning, judgment, orientation and mathematical skills
- Applicants must achieve a passing grade of 70% or greater on the Aptitude Appraisal to be considered for advancement to the next stage of the hiring process.

## **STAGE 4 – INTERVIEW**

- The information contained in each Application for the Position of Volunteer Firefighter, as well as the Aptitude Appraisal scores will be considered in order to select the applicants who will be invited to an interview.
- Interviews will be scheduled for the week of **March 18 – 22, 2024**. The interview panel will consider each applicant's knowledge, skills, and abilities to select suitable candidates to advance to the next stage of the hiring process.

## **STAGE 5 – ELIGIBILITY VERIFICATION**

- Candidate obtains and submits a current **Driver's Abstract** from the Ministry of Transportation (*at the Applicant's Expense*).
- Candidate undergoes a police records check and vulnerable sector search and submits a **Clearance Certificate** from the Niagara Regional Police Service (*at the Applicant's Expense*).
- Candidate provides **Volunteer Firefighter Medical Evaluation Criteria** to his/her physician and submits a completed **Volunteer Firefighter Medical Evaluation Report** from the physician (*at the Applicant's Expense*).
- Candidate completes the selected version of the **Candidate Physical Ability Test (CPAT)** at Fire Ontario in St. Catharines, Ontario. The CPAT assesses the candidate's physical ability to perform the normal tasks required of firefighter, and consists of the following components:
  - ✓ Stair Climb
  - ✓ Hose Drag
  - ✓ Equipment Carry
  - ✓ Ladder Raise and Extension
  - ✓ Acrophobia Test (in addition to the CPAT)
  - ✓ Emotional Stability & Resiliency
  - ✓ Search
  - ✓ Rescue
  - ✓ Ceiling Breach and Pull
  - ✓ Forcible Entry

It is strongly recommended that candidates visit the Fire Ontario Firefighter Screening Services website at <http://fireontario.com/> for information about preparing for the CPAT.

Selected applicants may make one attempt at the selected version of the CPAT at the Town of Lincoln's expense.

The selected version of the CPAT will be held on **Saturday, April 13, 2024**, for those who qualify.

Only the Fire Ontario Physical Ability Tests completed on the date of testing scheduled by the Town of Lincoln will be accepted. CPATs, or any other

physical abilities tests completed on different dates, or from other institutions will not be accepted.

### **STAGE 6 – APPOINTMENT**

- Qualified candidates who would best fulfill the needs of Niagara West Fire and Emergency Services will be offered positions as Probationary Firefighters **April 22 – 26, 2024**. The mandatory start date for new firefighters will be the weekend of **May 3 – 5, 2024**.
- Other qualified candidates may be placed on a wait list to fill future vacancies.
- Candidates who accept a position as a Probationary Firefighter with Niagara West Fire & Emergency Services will be required to sign a **Volunteer Firefighter Service Agreement** and will be hired on a probationary basis for a period of one calendar year.

*Thank you for your interest in Niagara West Fire and Emergency Services!*