

The Glenwood Springs Fire Department Volunteer Program

Want to help your community? Consider our Volunteer Firefighter Program. Firefighting is only the beginning. You will fight fires (fire suppression) and serve the community in many other ways. Candidates get hands-on experience with the tools of the trade. Professional firefighters work as a team at fires and other emergencies to protect life and property. Firefighters must be in excellent physical condition to meet the demands of the job. They must work quickly, handling heavy equipment for long periods of time while wearing special protective gear in hot and hazardous environments. If you can meet the challenge of strenuous work and like the idea of helping people, consider applying for the City of Glenwood Springs Volunteer Program.

The Full-time Glenwood Springs Fire Department employees work a schedule of 48 hours on followed by 96 hours off. Firefighters report to work at 7:30 a.m. Full-time employees are required to work shifts on holidays and weekends.

COMPENSATION FOR THE VOLUNTEER MEMBERS:

Volunteer Members are not compensated for their volunteer service.

GENERAL QUALIFICATIONS:

- 1 Must be at least 18 years of age
- 1 Excellent health, free from any mental or physical condition which would interfere with effective performance on the job
- 1 Possession of a high school diploma or GED
- 1 Possession of valid Colorado driver's license
- 1 Must have completed and successfully passed all phases and requirements of the Application and Selection process listed below

JOB RESPONSIBILITIES:

- 1 Ability to perform effectively as part of a diverse team
- 1 Ability to maintain acceptable scores on all ongoing written and practical tests and performance evaluations
- 1 Ability to perform all physical demands of the job
- 1 Ability to work with a positive attitude
- 1 Ability to respond to fires when paged
- 1 Ability to attend 36 hours of fire training per year

JOB QUALIFICATIONS:

- 1 Must provide proof of, or submit to, the Hepatitis-B vaccination series and annual Tb test.
- 1 Must possess or be able to obtain a current American Heart Association Health Care Provider CPR card.

APPLICATION EXAMINATION AND SELECTION PROCESS:

The City of Glenwood Springs Fire Department examination for Volunteer Members consists of multiple phases; the number and order of phases are subject to change without prior notice. The examination phases and dates will be listed on the official notice. Only those applicants who successfully pass each phase of the examination will be invited to continue on in the process.

The Physical Ability Test - In the Physical Ability Test, you will be asked to perform several tasks similar to those performed by firefighters on the job. These tasks are designed to test your strength, stamina, endurance, agility and ability to work at heights. You will wear a turnout coat, fire helmet, SCBA backpack with a 30-minute air bottle, and work gloves. Only walking is allowed during the testing process, no running.

The events in this test are as follows:

Aerial Ladder Climb: Climb a fully extended 105-foot aerial ladder set at a 65-degree angle wearing a *pompier* belt. When the top of the ladder is reached applicant will clip in, look down, and identify an object being held by the Proctor. This task is not timed, but must be completed within a reasonable length of time.

All of the following items must be completed within the time derived from the average time established by the full-time Glenwood Springs Fire Department personnel.

Hose Roll Raise: Standing in a marked square and using the rope provided pull a 50-foot 2½-inch hose roll up to a change of direction pulley. The applicant will raise and lower the roll using a hand over hand motion only. Walk to the next task.

Hose Drag: Pick up a charged 1½-inch hose by the nozzle and drag the hose 75 feet, show water, and place the nozzle in a square at the end of the drag. Walk to the next task.

Sled: Standing on the sled, drive the weight 5 feet using the sledgehammer provided. No "round house" blows are allowed, and the applicant's hands are not allowed to extend below a tape mark on the sledgehammer handle. The Proctor will advise when the weight has passed the required distance. Carefully place the sledgehammer on the ground, and walk to the next task.

Stair Climb: Pick up a 50-foot 2½ -inch hose roll at the bottom of the stairs and carry it up and down the stairs. Applicant will place a foot on every step, place both feet together on the top landing and touch the railing at the top of the stairs before turning and descending. This task is to be repeated four times. Place the hose roll on the ground, and walk to the next task.

Dummy Drag: Applicant will drag a 165-pound dummy 35 feet around a cone and back to the starting point. Applicant may not run. Applicant may drag the dummy in any way except by the extremities. Applicant is encouraged to use good lifting techniques. Place the dummy on the ground, and walk to the next task.

Appliance Assembly: Applicant will attach a 2½ -inch hose to a hydrant and connect a 2½-inch nozzle to the hose. Once connections are made, applicant will open the nozzle to stop the timed portion of the test.

The events in the Physical Ability Test may be subject to change and other requirements may be added. Completion of the Physical Ability Test must be within the Fire Department's established minimum time standard. This portion of the examination is Pass/Fail. Candidates who have a passing time are invited to the next phase of the examination process.

The Oral Interview - In the oral interview, you will be interviewed by a panel of interviewers. Interviewers may include: the Fire Chief, Human Resource Director, and members from the Fire Department management team. The oral interview panel is interested in any prior education or experience you may have, as well as your reasons for volunteering in the Fire Department. This portion of the examination is Pass/Fail. Candidates who successfully pass this phase of the examination will be invited to the next phase of the examination process.

Selection Process - Following development of the eligibility list, candidates will be invited to a personal interview with the Fire Chief. Conditional offers for Volunteer Member positions are then made to the candidates with the understanding that candidates must pass a comprehensive criminal history and motor vehicle background check, medical examination, and pre-employment drug test. These portions of the examination are Pass/Fail.

INFORMATION ABOUT THE GLENWOOD SPRINGS FIRE DEPARTMENT:

2009 Adopted Budget	\$3,027,574.00
Career Staff	21
Administrative Staff	1
Fire Stations	3
Engines	4
Ladder Trucks	1
Tenders	2
ALS Ambulances	3
Utility Vehicles	6
Coverage Area	72 square miles
Residents	23,000

The City of Glenwood Springs is an Equal Opportunity Employer. Women and Minorities are encouraged to apply.

Submit completed application and copies of any current certifications to:

**Human Resource Department
City of Glenwood Springs
101 West 8th Street
Glenwood Springs, CO 81601**



Glenwood Springs Fire Department

101 West 8th Street
 Glenwood Springs, CO
 81601

FOR OFFICE USE ONLY

Volunteer Program Application

Last Name	First Name	MI	Social Security No.	
Mailing Address		City	State	ZIP
Physical Address		City	State	ZIP
Home Phone	Work Phone	Other		

Any successful applicant will be required to submit to: thorough background check, a pre-employment drug test, and physical examination from the City of Glenwood Springs' designated physician, with reference to the Volunteer Member's description of duties. Your driving record will be checked to verify possession of a valid Colorado driver's license. The City of Glenwood Springs is an equal opportunity employer and does not discriminate against any person in recruitment, examination, appointment, training, promotion, retention or any other personnel action because of political or religious opinions or affiliations or because of race, color, national origin, sex, age, disability or other non-merit factors.

Complete this section if you served in the U.S. Armed Forces.

Branch of Service: _____ Honorable Discharge _____ Yes _____ No

Period of Duty From: _____ To: _____

EMPLOYMENT HISTORY - Show all employment, begin with most recent		
Employed by	Job Title	
Address	Duties	
City & State		
Supervisor		Phone
Employed from (mo/yr)		To (mo/yr)
Salary	Why did you leave?	
May we contact this Supervisor now regarding your qualifications, character, etc? _____ Yes _____ No		

Employment, continued

Employed by	Job Title
Address	Duties
City & State	
Supervisor Phone	
Employed from (mo/yr) To (mo/yr)	
Salary	Why did you leave?
May we contact this Supervisor now regarding your qualifications, character, etc? _____ Yes _____ No	

Employed by	Job Title
Address	Duties
City & State	
Supervisor Phone	
Employed from (mo/yr) To (mo/yr)	
Salary	Why did you leave?
May we contact this Supervisor now regarding your qualifications, character, etc? _____ Yes _____ No	

Employed by	Job Title
Address	Duties
City & State	
Supervisor Phone	
Employed from (mo/yr) To (mo/yr)	
Salary	Why did you leave?
May we contact this Supervisor now regarding your qualifications, character, etc? _____ Yes _____ No	

Have you ever been affiliated with any other Fire Department? _____ Yes _____ No		If yes, please list information
Department	Phone	
Address	Rank/Duties/Certifications	
City & State		
Supervisor		
Dates of Service From (mo/yr) To (mo/yr)		
May we contact this Supervisor now regarding your qualifications, character, etc? _____ Yes _____ No		

Have you ever been fired or asked to resign from any job or program during the past five years? _____ Yes _____ No
 If yes, please give details

EDUCATION	GED Certificate	Number	Date		Place Test Taken
	High School Name/Address		From (mo/yr)	To (mo/yr)	Diploma/ Degree
	Business/Trade School Name/Address		From (mo/yr)	To (mo/yr)	Graduate Degree
	College Name/Address		From (mo/yr)	To (mo/yr)	Graduate Degree
	College Name/Address		From (mo/yr)	To (mo/yr)	Graduate Degree
	College Name/Address		From (mo/yr)	To (mo/yr)	Graduate Degree

Please attach any copies of current certificates you feel are pertinent to our decision to accept you as an applicant into our Volunteer Program.

Have you ever been found guilty of ANY law violations other than parking tickets or juvenile offenses? _____ Yes _____ No
 If yes, please give details (Records do not cause automatic disqualification but are reviewed as related to the program applied for)

AUTHORIZATION AND CERTIFICATE

I authorize you, at the time of my application for consideration into the Glenwood Springs Fire Department Volunteer Program or during the course of my membership in the same, to obtain information from any source as to my education, experience, character, medical history, financial or credit record as it relates to the position for which I am being considered, or which I may be accepted, if I am the successful applicant.

I certify that my statements in this application are true, complete, and correct to the best of my knowledge and belief. I understand that any falsification or omission of information may remove my name from the eligible list or, if I have been accepted, cause my dismissal from this position. I also agree that **ALL** statements made on this application may be investigated.

Signature _____ Date _____



Voluntary Applicant Self-Identification Survey

INSTRUCTIONS

PLEASE READ ALL INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS FORM.

It is the policy of this organization to provide equal employment opportunity to all qualified applicants for employment without regard to race, color, religion, national origin, gender, age, sexual orientation, veteran status or disability. This organization is subject to certain nondiscrimination and affirmative action recordkeeping and reporting requirements which require us to invite job applicants and employees to voluntarily self-identify their race/ethnicity and gender. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable federal laws, the Federal Government for civil rights enforcement purposes.

COMPLETION OF THIS FORM IS VOLUNTARY AND IN NO WAY AFFECTS THE DECISION REGARDING YOUR APPLICATION FOR EMPLOYMENT. THIS FORM IS CONFIDENTIAL AND WILL BE MAINTAINED SEPARATELY FROM YOUR APPLICATION FORMS.

If you chose not to self-identify at this time, the federal government requires this employer to determine the information asked below by visual survey and/or other available information.

INVITATION TO SELF-IDENTIFY

PLEASE PRINT

NAME: _____ DATE: _____
Last First Middle

Position applied for: (list only one) _____

What is your gender? Male Female

What is your race/ethnicity? You may mark **only one** box.

- Hispanic or Latino:** a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- White (not Hispanic or Latino):** a person having origins in any of the original peoples of Europe, the Middle East or North Africa.
- Black or African American (not Hispanic or Latino):** a person having origins in any of the black racial groups of Africa.
- Asian (not Hispanic or Latino):** a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Native Hawaiian or Pacific Islander (not Hispanic or Latino):** a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- American Indian or Alaskan Native (not Hispanic or Latino):** a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.