



Lauderdale-By-The-Sea Volunteer Fire Department

Dear Volunteer Applicant,

Thank you for your interest in becoming a member with Lauderdale-By-The-Sea Volunteer Fire Department. We would like to ensure that you understand the responsibilities of becoming a member in this department; it is not something to enter into lightly.

Being a volunteer firefighter can be a rewarding experience, as well as a time consuming responsibility; it involves a lot of training and a lot of time away from home. It is something that each applicant should give a lot of thought to, before making the decision to become a volunteer.

Presently, we have 2 types of membership: regular and associate. Our regular members reside within 3 miles from the fire station. Associate members have to perform a minimum of 48 hours of station watch duties each month.

We suggest that you thoroughly discuss the possibilities and the commitment to the Fire Department with the significant people in your life and weigh all of your other personal and professional obligations before making a decision to become a member. If, after careful consideration you are still committed to becoming a volunteer, we welcome and encourage you in this endeavor.

Listed below are the criteria for membership, as well as a step-by-step explanation to assist you as you go through the application process. If at any time you have questions, please contact us at contact@lbtsfire.com



Lauderdale-By-The-Sea Volunteer Fire Department

Criteria for Membership

All applicants must meet the following criteria in order to be considered for membership:

- Must be at least 18 years of age
- Must be a U.S. citizen or be eligible to work in the United States
- Must be a high school graduate (or equivalent)
- Must possess a valid driver's license
- Must not have pled guilty to, entered a plea of no contest, or have been convicted of any misdemeanor within the past three years
- Must **never** have pled guilty to, entered a plea of no contest, or have been convicted of any felony, **regardless of time span**
- Must not have had a suspension or revocation of driving privileges or have lost more than eight points within the preceding three years

Additional requirements for regular Membership

- Must live within a 3 mile radius of Lauderdale-By-The-Sea Fire Station
- Must Complete a Physical Agilities Test

Additional requirement for Associate Membership

- Must be certified firefighter (I or II) by the State of Florida.
- Must Complete a Physical Agilities Test

However, non firefighter certified applicants will be put on a waiting list until openings are available to attend our next firefighter class. *(Only available for regular members, if class available)*



Lauderdale-By-The-Sea Volunteer Fire Department

The Application Process

1. Fill out the application completely and include all the attachments listed in the Sign off Sheet, make sure that all items are attached. The application must be delivered in person to the LBTS Volunteer Fire Department Administration office; located at 4513 N. Ocean Blvd. 2nd Floor. Lauderdale-by-the-Sea, FL 33308. Mailed, emailed or faxed applications will **NOT** be accepted or processed; incomplete applications will not be processed. An application will be considered incomplete when: the sign off sheet is not included, all the items in the signoff sheet are not attached, and certifications are expired or will expire within 3 months of the date of the application, non-Florida Certifications.

2. Upon receipt of a complete application and supporting documentation, the applicant will be interviewed by the membership committee in a panel style interview.

3. The membership committee will present their recommendation at the next general meeting (usually held the second Monday of each month) when the applicant's application will be accepted, denied or postponed by a vote of the members.

4. The applicant will then have to pass a drug test and a background check (paid for by the fire department) and a medical examination (paid by the applicant).

To check on the status of your application please request information via email at contact@lbtsfire.com. Information about application status will NOT be provided over the phone. In addition, if you wish to update your application with current certifications and/or new certifications, please scan documents and email them to contact at contact@lbtsfire.com. Faxed or mailed documents will not be accepted.

5. After your application is accepted by the members, administrative staff will contact you via e-mail for a Physical Abilities Test (PAT) that will be offered for new members only. Additional information regarding PAT will be provided when scheduled.

6. Drug screening and background screening will be performed, pending on the results. all candidates will then be scheduled for a 40 hour orientation.



Lauderdale-By-The-Sea Volunteer Fire Department

All new members (Associate and Regular) will have to complete within 30 days the following courses:

- Incident Command System (IS 100, IS 200, IS 700, IS 800).
- Sexual harassment awareness
- HIPPA
- NFPA 1500 – Driving Safety
- EMS Blood borne Pathogens

In addition, all firefighters will have to be signed off on specific basic skills before being allowed to respond to calls and ride on the apparatus. This Include but are not limited to:

- Firefighter Orientation
- Hydrants
- SCBA
- Equipment
- SOP/SOG
- Radio Communications
- On-Line Training

7. Minimum requirement to keep an active status

To keep their active status, all members should:

- Attend a minimum of two drills a month.
- Complete the monthly assigned self-study training
- Regular members must respond to a minimum of 20% of all fire calls.
- Associate members must complete a minimum of 48 station watch hours

Probationary Period

New member will be put on probation for a minimum of six months. During that time, the performances and behavior of the probationary member will be closely monitored. The Fire Chief can terminate a probationary member for no cause at any time. At the end of the probation time the voting members will decide to extend, terminate or remove off probation.



Lauderdale-By-The-Sea Volunteer Fire Department

Application Check Off List

- _____ Signed original Application (do not e-mail or Fax)
- _____ Physical Exam Form with EKG
- _____ PAT Hold Harmless Agreement (Must be notarized)
- _____ Consent for Urinalysis
- _____ Copy of Firefighter I and II State Certification
- _____ Copy of EVOC Certification
- _____ Copy of CPR card for Health care provider (AHA)
- _____ Copy of All certificates deemed relevant to this position (Paramedic, EMT, Driver Engineer...etc)
- _____ Copy of Florida driver's license
- _____ Copy of social security card
- _____ Copy of high school diploma or G.E.D. (authenticity will be verified with the institution).

Notice: Missing attachments will constitute an incomplete application. Incomplete applications will NOT be processed.

For department use only

- _____ Drug test
- _____ Background
- _____ FEMA - 100 _____ 200 _____ 700 _____ 800 _____
- _____ Target Safety - BP____ SH____ NFPA1500 __ HIPPA____
- _____ Orientation - Admin _____ Pract. _____

Notice to applicants: Applications will be kept for a period of Six (6) Months, after this time please consider submitting another application.

To request status on application please email contact@lbtsfire.com, information will not be provided by telephone.