



# Lauderdale-By-The-Sea Volunteer Fire Department

<b>S.O.P Number:</b> 100	<b>Effective Date:</b> July 1 , 2010
<b>Section:</b> 101 - 107	
<b>Subject:</b> Membership	
<b>By Order of the Fire Chief:</b> Steven Paine	

## Section 100: Membership

### Section 101: Qualification of Volunteer Fire Department Membership

All volunteer members of the VFD shall meet the following minimum qualifications:

- Shall be no less than eighteen (18) years of age, and have a high school degree or equivalent, and most have a valid driver's license.
- Shall be able to commit time to the Department relating to, but not limited to, the ability to make calls, drills, station watch and meetings.
- Never been convicted of a felony, or of a misdemeanor directly related to the position in the Department, or pled nolo contendere to any charge of felony, within the previous four (4) years from date of expiration of sentence.
- Be of good moral character.
- Shall be certified by a medical doctor to be in good physical condition
- Shall reside in town or in the immediate vicinity, if deemed acceptable by the Fire Chief.
- Shall pass a background check and possess a valid and current Florida Driver's License.
- Be a state certified firefighter I or II

### Section 102: Types of Membership

- Regular Membership Requirements
  - Must live or work inside a 3-mile radius of the Lauderdale-By-The-Sea fire station.
  - Must Meet the Criteria stated in Section 101 and Section 103



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- Must respond to 20% of fire calls in the month.
- Must attend at least 2 drills a month
- Must attend all required training established by the Fire Chief
  
- Associate Membership Requirements
  - Must be certified firefighter II) or (I by the State of Florida.
  - Must Meet the Criteria stated in Section 101 and Section 102
  - Must complete at least one (2) 24 hours of station watch and two (2) training drills per month
  - Must attend all required training established by the Fire Chief

## **Section 103: Membership Application Process**

- Candidates must meet the criteria requirements stated under section 100: Qualification of Volunteer Fire Department Membership. In Addition, to the following documents
  - Membership Application (appendix 1)
  - Physical Exam Form (appendix 2)
  - Copy of Firefighter I and II State Certification
  - Copy of Emergency Vehicle Operations Course
  - Copy of All certificates deemed relevant to this position (Paramedic, EMT, Driver Engineer...etc)
  - A copy of driver's license and social security card
  - A copy of high school diploma, G.E.D. or diploma from highest degree earned. Authenticity of the documents will be verified with the institution.
  - Copy of current AHS CPR card for healthcare providers



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- Hold Harmless Agreement and Urinalysis Consent Form

(Note: all items must be submitted in order to be considered for membership)

- Candidates shall be interviewed and recommended by the Membership Committee. The Membership Committee will then ask that the candidate be approved by a vote of the membership for probationary status.
- Candidates will then have to Physical agilities test, pass a drug test and a background check
- Candidates who meet the qualifications, and approved by vote of the membership shall enter Probationary Status.

## **Section 104: Probationary Status.**

Probationary status will be six (6) months and might be extended by the Fire Chief as deemed necessary for no longer than 1 year. Fire Chief can terminate for any reason during such period.

To maintain status each individual must comply with the following:

- Must Complete 24 hours of new recruit orientation class
- Complete all the required training as stated in section 800, subsections 801, 802, 807 and 809
- Be familiar with and abide by the rules and regulations, constitution and by-laws of the Fire Department
- Be issued appropriate gear as determined by Fire Chief and or Officer in Charge.
- Must complete membership type requirements

## **Section 105: Becoming an Active Member.**

The next business meeting after the required probationary period is completed; the Active Members, with the Probationary Member absent, shall take a vote. If voted in, welcome the member into the Department.

A member must complete the membership type requirements in order to active member as stated under section 102: Membership Requirements



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## **Section 106: Driver/Engineer Qualification**

- Must have a valid Florida driver's license
- Must be Firefighter I or II State Certified
- Must have completed an Emergency Vehicle Operations Course (E.V.O.C)
- Must have completed on-line course NFPA 1500: Driving Safety
- Must have complete at least 40 hours of driver training
- Must have been Sign off and authorized to drive and operate a fire apparatus
- Must meet training requirements as stated in Section 803: Driver Training

## **Section 107: Officer Qualification**

All elected or appointed officers must meet the following criteria

- Must be a member for at least two (2) years and be in good standing
- Must meet all criteria in Section 106: Driver/Engineer Qualification
- Must meet training requirements as stated in Section 804: Officer Training