

VOLUNTEER FIREFIGHTER ORIENTATION GUIDE



KURE BEACH FIRE DEPARTMENT

This document has been created to familiarize prospective and new members with the opportunities and benefits offered by joining the members of the Kure Beach Fire Department. This guide will briefly explain the minimum qualifications needed to become a member and serves to explain the admission process. We welcome your application and feedback.

KURE BEACH FIRE DEPARTMENT

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TABLE OF CONTENTS



LETTER FROM THE DEPARTMENT	3
MISSION STATEMENT	4
CORE VALUES	4
VISION	4
ABOUT US	5
EMERGENCY INCIDENT RESPONSE	6
BENEFITS	7
EXPECTATIONS	8
COSTS	9
APPLICATION PROCESS	10
WHY VOLUNTEER	11



Letter from the Department July 2018

Dear applicant,

Thank you for your interest in joining the Kure Beach Fire Department. Whether you know it or not, the decision you have just made is one of the most important decisions you will make in your entire life. We are here to tell you, you have our utmost respect and admiration for wanting to join our fire department. The position of firefighter is one that is of tremendous dedication and responsibility, but it is also the greatest “job” in the world.

We have prepared this packet to assist you through the early stage process, in which we hope to familiarize you with the requirements and expectations, benefits, costs, and other pertinent information that you may need to become a member of our department.

Our department is recognized by our community as a professional and dedication department. We are also a progressive department in which we are growing at a quick rate to expand to the services of which our community has the necessity for. We are also progressive in the fact that we are growing to meet the ever changing needs of our volunteer firefighters. Our department is highly devoted to improving our services that we already provide through the strategic use of our paid and volunteer staff alike, through constant training, and downright great comradery.

We hope that the information portrayed throughout this packet will assist you and your family throughout this process. Should you have any questions at any time, please feel free to contact us by phone, in person, or through whatever means that make it most convenient for you.

Certainly last but not least, thank you for taking a step into the greatest service in the world, the fire service. We value people like you, and we hope that you are up for the challenge!

Sincerely,

A handwritten signature in black ink, appearing to read "Edmund C Kennedy".

Edmund C Kennedy
Fire Chief
Kure Beach Fire Department



Mission Statement

To assist the public in the protection of life and property by minimizing the impact of fire, medical emergencies, water accidents, and potential disasters, both man-made and environmental.

Our Vision

- ❖ To provide high level, professional fire, emergency medical, and ocean rescue services to the citizens and visitors of Kure Beach, while providing the best customer service.
- ❖ To treat our fellow firefighters with respect, admiration, and compassion in the challenges that they may face in life through volunteering their limited time.
- ❖ To constantly improve our professional appearance through high-level and consistent training activities.
- ❖ To continually monitor our operation, administration, and service delivery, recognize our limitation and swiftly implement effective change when necessary.
- ❖ To provide a professional service through the use of combining paid and volunteer staff.
- ❖ To always have the taxpayer in mind with each decision, purchase, and expense that may arise.

Motto

“Service with Pride”

Core Values

- Service
- Professionalism
- Continual Improvement
- Health
- Integrity
- Respect
- Trust
- Community Safety
- Teamwork

ABOUT US

The Kure Beach Fire Department was founded in 1947 and consists of 8 full time firefighters, 9 part time firefighters, and 25 volunteers. We respond to about 400 calls per year ranging from structure fires, vehicle fires, brush fires, ocean rescues, boat rescues, electrical hazards, ocean rescues, and much more. The responsibilities of the fire department include:

- Provide fire suppression and prevention
- Assist Emergency Medical Services
- Operate a fully equipped Ocean Rescue division
- Supervise the Town's lifeguard staff.

Our current apparatus list includes:

<u>Unit #</u>	<u>Year</u>	<u>Make and Model</u>	<u>Type</u>	<u>GPM</u>
1192	2004	Pierce Saber	Engine	1,500
1191	1994	Pierce Saber	Engine	1,000
1162	2004	Ford F-550	Brush	200
1161	1984	International	Service	N/A
SQ1100	2007	Ford F-150	Squad	N/A
MR 1100	2007	17 DLX Carolina Skiff	Boat	N/A
Chief 1101	2013	Ford F-150	Chief	N/A

EMERGENCY INCIDENT RESPONSE

We currently employ 2 full time firefighters at all times at the fire department. We supplement those full time firefighters with a part time firefighter to give us 3 firefighters on duty at all times. To better respond to all emergency situations, we use a combination of volunteers and paid staff to meet the needs of our community. The following is a list of call type and where to respond and for what purpose:

Medical Calls:	To the station for additional resources if needed or to run additional calls
Fire Calls:	To the station for additional resources if needed or to run additional calls
Ocean Rescue:	To the scene or to the station. Only respond to scene if certified swimmer
Structure Fires:	To the station for additional resources if needed or to run additional calls

Benefits of Membership

- **Quality Fire Training-** We offer local and in house training of anything you can think of related to the fire service.
- **Recognition and Awards Program-** A program that recognizes and awards our volunteers for their service and accomplishments.
- **Personal Protective Gear-** We protect our firefighters with OSHA compliant PPE
- **Social Event-** Members and guests enjoy our annual recognition and awards night each year recognizing individual and department accomplishments. This special evening is also our opportunity to say thank you to loved ones who support us throughout the year.
- **NCSFA Membership-** We pay your dues for the NCSFA, which includes \$150,000 life insurance policy to you in an unfortunate event to protect your family.
- **NC Fire and Rescue Squad Workers Pension-** After 20 years of service in North Carolina, you will receive a monthly pension until you are deceased. (Currently \$170/month)
- **KBFD Supplemental Pension-** The Kure Beach Fire Department also has its own supplemental retirement fund as well that each member will receive after 20 years.
- **Peace of Mind-** We recognize that firefighting is a dangerous business. That's why we take extra measures to protect our volunteers. The Town of Kure Beach provides workers compensation coverage to members if they are injured on the job, in training, or other scheduled departmental events. We also provide accident and sickness coverage for the same reason.
- **Annual Physical Examination-** Our department offers a comprehensive annual physical examination free of charge. Physical includes stress test, EKG, vision test, hearing test, overall health, bicycle test, and blood work to track cholesterol and other important factors of our bodies. New applicants are required to perform the physical.

1

Kure Beach Fire Department Firefighter Requirements

In order to be a firefighter, whether full time, part time, or volunteer for the Town of Kure Beach, all members must meet the following minimum requirements.

The State of NC first classifies members as the following:

- 1.) **Active-** Pursuing training certification in order to receive NCSFA benefits, LODD benefits, pension benefits
- 2.) **Inactive-** Not active but on roster. No benefits are received for the year as member has not met the minimum requirements.

In order to be an “Active firefighter and receive benefits through the State of North Carolina, each member is required to complete 36 hours of training drills per year. Each member that joins will be considered an “Active” firefighter, as long as they continue to meet the requirements of the department. All of the member classifications include:

- 1.) **Active-** Participates in minimum requirements. Receives NCSFA benefits, pension, LODD benefits.
- 2.) **Inactive-** Does not meet the minimum requirements. Does not receive NCSFA benefits, pension, LODD benefits.
- 3.) **Active Life Firefighter-** Honorary Status. Participates in minimum requirements. Receives NCSFA benefits, pension, LODD benefits.
- 4.) **Inactive Life Firefighter-** Honorary Status. Does not meet the minimum requirements. Does not receive NCSFA benefits, pension, LODD benefits.
- 5.) **Retired Active Firefighter-** Completed 20 years of service and receives pension currently. Participates in minimum requirements. Receives NCSFA benefits, pension, LODD benefits.
- 6.) **Retired Inactive Firefighter-** Completed 20 years of service and receives pension currently. Does not meet the minimum requirements. Does not receive NCSFA benefits, pension, LODD benefits.

Benefits include:

Pension after 20 years service and at the age of 55. \$170/month every month. Line of Duty Death Benefits covered by the Federal PSOB benefit, the State Line of Duty Death Benefit, Workers Compensation Coverage, and the NCSFA death benefit.

2

KURE BEACH FIRE DEPARTMENT VOLUNTEER REQUIREMENTS

In order to remain an “Active firefighter and receive training credit, pension fund credit, and NCSFA benefits, a member must also meet the following departmental requirements:

- 1.) ALL members shall attend ONE (1) meeting per month. Meetings are held every Monday from 7PM-until, with the exceptions of holidays. Meeting schedules will be posted as far in advance as possible, and will include a monthly FREE meal meeting.
- 2.) All members that live within a 5 mile distance from the fire department must make themselves available for all calls for THREE (3) 12 hour periods in a calendar month. Firefighters will be paid \$12.50 for being “On Call” whether or not a call is received during that time period, and an additional \$12.50 for each call response.
- 3.) All volunteer members that live further than 5 miles from the fire department must complete THREE (3) 12 hour periods of station duty in a calendar month, to be chosen by the volunteer firefighter.

EXPECTATIONS OF MINIMUM REQUIREMENTS

- 1.) All members receive ONE (1) month per calendar year of no required meetings
- 2.) Participation in meetings will be kept on a calendar month. Two consecutive months of no-show without an excused absences will result in firefighter being placed on probation.
- 3.) All members on probation at year end will be moved to “Inactive” status, and will not receive the NCSFA benefit for that year.
- 4.) All members receive ONE (1) month per calendar year of no required “On Call”
- 5.) All members must sign up for **THREE (3) 12 hour periods per month “On Call.”** There is no requirements during this period other than response to the station or to the call. This requirement will be evaluated on calendar month basis. Two consecutive months of not signing up without an excused absence will result in firefighter being placed on probation.
- 6.) All volunteer members that live further than 5miles from the fire department must complete THREE (3) 12 hour periods in a calendar month, to be chosen by the volunteer firefighter. Two consecutive months of not signing up without an excused absence will result in firefighter being placed on probation.
- 7.) All members on probation at year end will be moved to “Inactive” status, and will not receive the NCSFA benefit for that year.
- 8.) If a member gets placed on “Inactive”, they may remain on the roster as “Inactive” for one year, but will not receive any benefits, and will not be allowed to respond to calls of any type.

Next Steps

- Submit Application attached in this packet to the Kure Beach Fire Department
- If the department has 40 members, your application will be filed and your name will be placed on a waiting list as long as you continue to meet the requirements.
- Complete additional information along with forms of identification required.
- We will review your application, check references, run a background check, and present your name to membership as a prospective member. If all information on your application checks out and is in good order, at the next regularly scheduled meeting we will ask you to present yourself to the general membership as a prospective member. This is the time to tell everyone a little bit about yourself.
- Following this meeting, you will meet with the officers of the Kure beach Fire Department and introduce yourself to them, familiarize yourself with them, and ask any questions that you may have.
- You will attend 4-6 Monday Night meetings (meetings do not need to be consecutive). This will allow sufficient time for you to get a feel for the department, as well as sufficient time for our department to get to know you. You cannot actively participate in training events, but you can be present during the time to see policies, procedures, etc.
- The final step in the process is you will be asked to be present at a Monday night meeting, in which you will explain why you feel you are a good candidate for the position. The department will vote on your outcome.

When you become a member:

- You will sign this booklet outlining you understand in full what is required of you.
- You will be provided with a full set of turnout gear.
- Be provided with a volunteer task book
- Be provided with a pager (if available)
- Assigned a Kure Beach Call Number
- Receive a license plate and tag for your vehicle.
- Issued key codes to the building.