

Prospective Member Information



Welcome

- Welcome to the Arbutus Volunteer Fire Department. We appreciate your consideration.

History

- Arbutus VFD was founded in 1937
- Mission statement: To provide superior fire, rescue, and emergency medical services to the Arbutus and surrounding communities. We strive to protect life, property, and the environment through intervention, prevention, education, training, and community involvement.
- We provide fire, rescue, EMS, and Swiftwater Rescue to our community through the Baltimore County Fire Department
- We are a volunteer organization with some paid drivers. We respond to approximately 3200 calls per year. We are one of the busiest and most successful volunteer firefighting organizations in Baltimore County and the state.
- We have an Administrative Side led by our President, who is responsible for the business aspects of the Department. We have a Fireline Side led by our Captain who handles day-to-day and emergency operations. We also have an Auxiliary; men and women who do not wish to be active firefighters/EMT's, but wish to support the department through fundraisers, and via direct support, such as preparing meals for crews after long calls. The Board of Directors provides oversight to all of these.
- We have a proud tradition of service to the community. If you wish to join us, our expectations are that you will:
 - Serve the community with the integrity, honor, and respect that is part of our tradition.
 - Pay annual dues of \$12
 - Respect and maintain all AVFD property, including the building, grounds, equipment, and any property entrusted to you, which may include keys, pager, and turnout gear
 - Respect the other members, the chain of command, and officers
 - Be willing to learn and grow
 - Support the AVFD through you time and efforts in our fundraising activities.
 - Operate at emergency scenes as part of a team, not as an individual, with safety as your utmost concern

Administrative Operations, Application Process, LOSAP, and Dues

- The membership will vote on you for a 365-day probationary membership.
- In order to be considered for a vote for permanent membership after 1 year, you must accumulate 50 Length of Service Award Program Points. This is a Maryland state system to track your service time. Points accumulate for everything you do here, including emergency calls, meetings, fundraising, training, duty time, and sleep-ins. It is important that you document your time in the LOSAP book in the radio room. If you do not have 50 points, you cannot be voted for permanent membership.
- After 3 years of service with at least 50 points per year, you become eligible for a MD state tax deduction of \$3,500.00, which will continue as long as you acquire 50 points per year. After 25 years of service, you become a life member, and are eligible for a monthly stipend.
- Attendance for your probationary membership vote is not required. If you attend the next Business Meeting, you will be invited in following a successful vote. You will sign the attendance book as a probationary member. The Financial Secretary will assign you a 6 digit LOSAP number, and will confirm this with you via mail. You will be given a membership packet that includes the bylaws and membership handbook. A mentor will be assigned to you to explain the basics of membership and firehouse operations. You may also obtain a key to the department with a \$6.00 deposit
- A portion of your application fee covered \$12 for dues covering you to the last day of December for the current year. It is your responsibility to pay \$12 dues for the next calendar year before the last business meeting of December. If you fail to do this, you will be dropped from the membership roles and must reapply, which will be a significant inconvenience for you. Dues are payable at any regular business meeting. Dues may be paid in advance, and many members find it very advantageous to pay at least one additional year, in the event that weather or unforeseen circumstances prevent them from attending the final meeting/s of December.

Fundraising

- The Arbutus VFD owns this property, land, building, apparatus, and equipment.
- We receive some subsidies and grant funds, but the majority of our income is from donations and fundraising
- Operating a fire department is expensive.
- As a member, you will be expected to assist and participate in fundraising events to support this department

Emergency Operations

- The requirements to ride are outlined in the Membership Handbook. Initially, you will need Bloodborne Pathogen Awareness, HAZMAT Operations, CPR, and Hepatitis B vaccine/waiver in order to ride as an observer on the engines/squad/ambulance
- Your time availability, interest, and engagement will determine how rapidly you progress. If you introduce yourself to members and express interest in learning and training, you will progress more rapidly.
- We encourage cross training between fire, rescue, and EMS, but we will not force you
- We encourage you to participate with a duty crew of members who regularly come to the station on certain days and times.
- Training and learning is a lifelong process.

Safety and Wellness

- There are responsibilities, stresses, and potential hazards associated with training and fireground operations. We have high safety standards, but the potential for injury is a part of the fire service. If you are injured in the firehouse or on the fireground, you need to inform an officer immediately
- Fireground operations are physically and mentally demanding. It is important that you discuss these activities with your doctor. If you have any health issues, (e.g. injuries, medications) either permanent or temporary that could interfere with your well-being on an emergency scene, you need to be honest about your capabilities and should talk with an officer.
- There is potential for you to witness scenes of tragedy on the fireground that may be greatly disturbing to you. This is especially true of incidents involving children, abuse, mass casualty, or dismemberment of a victim. Baltimore County Fire Department has Critical Incident Stress Debriefing (CISD) resources available to address such cases. If you are disturbed by something you experience, please inform your officer so that appropriate resources can be activated. CISD is most effective when implemented within 24 hours of the incident.
- The AVFD lifestyle needs to be balanced with your family, spouse, children, job/school, and your personal responsibilities. The firehouse is not an escape from responsibilities and problems. We encourage you to talk with your family/friends/employer about your involvement with the AVFD, and to discuss expectations.
- No tolerance for dangerous actions or carelessness
- We do not discriminate against age, gender, race, religion, or sexual orientation. We take these issues seriously and require all our members to take fair practices training.
- There is a security system throughout this building. We have no tolerance for behavior that is criminal or detrimental to this department.
- We take vehicle safety very seriously. Your personal vehicle is not an emergency vehicle. You are expected to obey all traffic and safety laws when you are responding to the department. You may not flash your lights or honk your horn to move through traffic. You may not install unauthorized flashing lights and sirens on your vehicle. There is no freelancing (e.g. you do not bypass the department to respond directly to a scene and act alone)

For members 16-18 with their parent/guardian present

- The fire department demands a high degree of professionalism and maturity. This is a very exciting but very demanding environment. It is vital that you keep a healthy perspective on priorities.
- We have some specific rules pertaining to members under 18:
 - Cannot be at the firehouse during school hours
 - Must have permission to sleep in and cannot sleep in on school nights
 - Must maintain a C average in school to be at firehouse and/or ride
 - Must submit quarterly report cards to verify grades
- Academic success is more important than the firehouse. We value your interest and efforts, but your education must be your higher priority. The Captain will maintain contact with you parents/guardian. If the Captain and/or your parents believe that the firehouse is interfering with your academic success, you will be asked to take a break from the firehouse and concentrate on your school work until you improve your grades.

Arbutus Volunteer Fire Department, Inc.

5200 Southwestern Boulevard, Baltimore, MD 21227

Established 1938



Station 350
Fire • Rescue • EMS

Dear Applicant:

Thank you for considering membership at the Arbutus Volunteer Fire Department. Attached is the membership application form.

In order for your application to be processed quickly and efficiently, please complete all materials in blue or black ink. The application may also be completed and printed electronically (available on the Arbutus VFD website at <http://www.arbutusvfd.org>). Answer all questions completely to the best of your ability, and indicate any that do not apply to you by marking "NA". **Please type or write legibly. Incomplete or partial application packets may not be accepted. If you have any questions regarding commitment/self-preparedness to joining Arbutus VFD, contact the membership committee (phone number below) prior to submitting your application.** Allow 30 days for processing. Prospective members are typically interviewed on the last Wednesday of a given month. Applications received less than one week prior to interviews will be deferred to the following month. Please be sure to include **ALL** of the following:

1. A completed, legible membership application form
2. A check or money order in the amount of **\$90.00** (as of 8/1/2011) made payable to the *Arbutus Volunteer Fire Department*. **DO NOT SEND CASH.** These funds include a criminal background check (\$25), drug screening (\$35), two years dues (\$12 x 2, current and following calendar year), and a department key deposit (\$6). These monies are non-refundable, with the exception of dues and key deposit, (\$30) in the event of the membership not voting in favor of the applicant.
3. Three signed and dated (within 6 months of application) letters of reference. These letters may not be from another member of the Arbutus Volunteer Fire Department or family members.
4. A completed release form from HR FIRST CONTACT allowing your permission to run a criminal background investigation. As an emergency service organization, we are generally not able to consider applicants with significant criminal history. **Failure to disclose criminal history in an application is grounds for a recommendation of rejection by the Membership Committee.**
5. If you possess a driver's license, a CERTIFIED copy of your Driving Record is required. These are available from the MVA office of the state of issuance. Please be sure to obtain a CERTIFIED copy (as opposed to an uncertified copy). Please be sure the Driving Record reflects your current address.
6. A photocopy of your driver's license (if applicable)
7. If you were or are a member of any other fire, rescue, or Emergency Medical Service (EMS) company within the state of Maryland, you **MUST** include a signed and dated (within 6 months of application) letter from the company President or Chief Officer giving the applicant permission to join the Arbutus Volunteer Fire Department.

A drug screening is required prior to membership approval. Details will be provided at the applicant interview. Upon completion and receipt of these materials, you will be contacted by the Membership Committee to schedule an interview. After your interview, a favorable recommendation from the Membership Committee, and favorable results from your drug screening, you will be eligible for a vote at the first regular business meeting (held most Wednesday evenings at 8:00 pm) of the month for a 365-day probationary period. Attendance at this meeting is encouraged but not required. If you have any questions regarding the application materials or procedure, please contact AVFD Membership Committee Chair (Chris Brocato) at (410) 887 – 1471.

Thank you again for considering the Arbutus Volunteer Fire Department. We look forward to working with you in service to the community of Arbutus and the citizens of Baltimore County.

Sincerest Thanks,
The Arbutus Volunteer Fire Department Membership Committee

EMERGENCIES 911 • BUSINESS PHONE (410) 242-6601 (410) 887-1471 • HALL INFORMATION (410) 242-9289

**Arbutus Volunteer Fire Department
5200 Southwestern Boulevard
Arbutus, MD 21227 (410) 887 – 1471
Application For Membership**

Date of Submission _____ Date of Birth _____ Age _____

Last Name _____ First Name _____ MI _____

Have ever used an alias or another name? _____

Marital Status (Circle one): **MARRIED** **SINGLE** SSN# _____

Note: SSN# is required only for insurance/benefit information only and is confidential.

Current Address _____ City _____ State _____ ZIP _____

I am interested in (Circle all that apply): **FIRE** **RESCUE** **EMS** **WATER RESCUE** **ADMINISTRATIVE**

Previous address (if you have moved within the last five years, or permanent address if you are a student)

Previous Address _____ City _____ State _____ ZIP _____

Home Phone _____ Work Phone _____ Cell Phone _____

Direct Connect (NEXTEL Phones) _____ Email _____

Emergency Contact Information:

Name	Address	Phone	Relation
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please briefly explain why you would like to join Arbutus VFD. Please indicate what aspects of emergency service you are interested in and how often you expect to participate.

How did you hear about us? (please circle) **COMMUNITY** **WEBSITE** **AVFD MEMBER** **OTHER**

Citizenship and Armed Service/Law Enforcement Information:

Are you a citizen of the United States? Circle one: **YES** **NO**

If you are a naturalized citizen, indicate naturalization number and naturalization date: _____

If you are not a citizen of the United States, what is your visa class and status? _____

Place of Birth (City, State, Country) _____

Have you ever served or are you currently serving in any branch of Armed Service? Circle one: **YES** **NO**

If **YES**, indicate branch _____ and circle one: **ACTIVE** **RESERVE** **DISCHARGED**

If discharged, circle one: **HONORABLE** **MEDICAL** **OTHER THAN HONORABLE** **DISHONORABLE**

Emergency Service Experience Information:

Have you (currently or past) ever been a member of ANY career or volunteer Fire, Rescue, or EMS company or have you ever been employed by the Baltimore County Fire Department as a merit employee? Circle one: **YES** **NO**

If **YES** to either of the above, please provide company name, address and phone number.

If **YES**, and you are/were a member of any volunteer fire/rescue/EMS company within the state of Maryland, you **MUST** attach with your application a signed and dated letter from the President or Chief Officer of that department granting permission for you to join the Arbutus Volunteer Fire Department.

Your Maryland Length of Service Awards Program (LOSAP) Number (if previously assigned): _____

County and State of Affiliation _____

Please list any certifications or training below. Copies of certifications may also be attached:

Have you ever been turned down for membership, suspended, or expelled from ANY volunteer fire, rescue, or EMS company. Circle one: **YES** **NO** If **YES**, describe below:

Driver's License Information:

Do you currently have a driver's license in Maryland or any other US state? Circle one: **YES** **NO**
If YES, you MUST submit a certified copy of your driving record with this application.

Drivers License Number _____ State of Issue _____ Class _____ Year Issued _____

Indicate any other driver's license/s you hold/held. Indicate state, license number, and type:

Have you ever had a driver's license suspended or revoked? Circle one: **YES** **NO**
If **YES**, describe date/s and circumstances

Employment and Criminal Background Information: This information is subject to verification.

Occupation (or STUDENT) _____ Name of Employer/School _____

Employment Address _____

Name and Phone Number of Immediate Supervisor _____

Within the past two years, have you ever used a controlled or dangerous substance that was not prescribed to you by a physician? Circle one: **YES** **NO**

Have you ever been convicted of a crime? Circle one: **YES** **NO**

If **YES**, indicate the approximate date/s and describe each incident and circumstances below.

STATEMENT OF APPLICATION AND AUTHORIZATION

I, the undersigned, am applying to become a member of the Arbutus Volunteer Fire Department.

I, the undersigned, do promise to abide by all the laws and rules regulating the Arbutus Volunteer Fire Department, either in effect, or to become effective by the vote of the membership.

I, the undersigned, understand that the Arbutus Volunteer Fire Department shall undertake an investigation into my background and that I will be required to appear before the Membership Committee of the Arbutus Volunteer Fire Department. Furthermore, if I am under the age of 18 at the time of application, my parent/s or legal guardian/s must also agree to this application and they will be required to meet with the Membership Committee of the Arbutus Volunteer Fire Department.

I, the undersigned, understand that should my application for membership be accepted by the membership of the Arbutus Volunteer Fire Department, I shall be on a probationary period of at least 365 days, or until I am 18 years of age, whichever period is greater. I understand that at the end of my probationary period, I will be voted on by the regular members present at the next regularly scheduled business meeting of the department following the expiration of my probationary period. I understand that in order to be voted upon, I must have met all the requirements for regular membership by the time of the vote. I understand that the vote will determine my membership status.

I, the undersigned, understand that false, misleading, or incomplete statements to any part of this application, or forthcoming interview with the Membership Committee, constitutes perjury under the law, and that the detection of such falsity will result in immediate rejection of this application for membership or immediate dismissal from the Arbutus Volunteer Fire Department. I further certify that all of the answers to all of the questions on this application are true, complete, and correct to the best of my knowledge and ability.

As an express condition of membership, I, the undersigned, hereby freely and voluntarily consent to examination by polygraph, at the expense of the Arbutus Volunteer Fire Department, at anytime while a member of same, when required by the Membership Committee or Board of Directors and approved by the membership.

I, the undersigned, enclose \$13.00 for an initiation fee, \$12.00 annual dues, and \$25.00 for criminal background check. I understand that the initiation fee and background check are non-refundable. I understand that any dues paid once I have been accepted for probationary membership are non-refundable. I further understand that annual dues shall be due by the close of OLD BUSINESS during the last meeting of each calendar year and that the dues I am enclosing with this application only cover the calendar year in which the application was submitted.

I, the undersigned, further enclose a certified copy of my driving record, a signed release for HR FIRST CONTACT to perform a criminal background check and three (3) letters of reference from persons outside of my immediate family and the membership of the Arbutus Volunteer Fire Department.. If applicable, a letter of permission from the chief officer of any affiliated emergency service organization/s in Maryland is also enclosed.

Please sign and print:

Applicant's Name (Print)

Applicant Signature

Date

Parent/Guardian Name if Applicant Under 18 (Print)

Parent/Guardian Signature

Date

Rules for Members of the Arbutus Volunteer Fire Department Between the Age of 16 and 18

Membership in a volunteer fire department requires a tremendous commitment of responsibility, maturity, time, and effort. While the Arbutus Volunteer Fire Department welcomes members aged 16 to 18 years of age, we believe it is vital that the duties of this volunteer service not interfere with this critical stage of development. Therefore, these rules have been established for the well-being of all members in this age group.

1. The applicant must provide the Captain with a copy of their most recently-issued report card from the school where they are currently enrolled. The applicant must have a “C” average or better in all subjects to be eligible for probationary membership. Should an applicant not be presently enrolled in a daily school program, they must possess an official high school diploma (e.g. graduated “early”), or they must possess an official GED, or they must be enrolled in a certified GED program. If they are enrolled in a GED program, the instructor of the program must provide a signed and dated letter advising that the student is maintaining a satisfactory progress level. If home-schooled, adequate quarterly progress and activity must be maintained to an acceptable degree to be determined by the captain and the parent/guardian/instructor.

All probationary members enrolled in school must present a copy of each quarterly report card they receive to the Captain within five (5) days after receiving it from school. Students who are enrolled in a GED program must present either a report card or a signed and dated letter from the instructor each quarter indicating satisfactory progress. Failure to maintain a “C” average or satisfactory performance level in school, home-school, or a GED program shall result in immediate suspension from all activity related to the Arbutus Volunteer Fire Department. If this happens, the probationary member shall not be permitted on the property, nor may they participate in any activities related to the department without expressed permission of the Captain or President. This suspension will remain until the student again achieves at least a “C” average and his/her parents or legal guardians agree that fire department activities may resume.

These regulations also apply to summer school, evening school, and alternative school programs.

2. All probationary members under the age of 18 shall leave the fire department premises before 10:00 pm (2200 hours) on any evening school is scheduled for the following day. In general, this involves Sunday night through Thursday night. In addition, all probationary members under the age of 18 shall provide the captain a copy of their class schedule at the beginning of each semester. Probationary members under the age of 18 may not be present on the property during times when they are scheduled for classes, study periods, work/study periods, or school lunch periods.
3. When school is not scheduled the next day, probationary members under the age of 18 may remain until 11:00 pm (2300 hours), unless permission to spend the night is granted (see below).
4. Probationary members under the age of 18 may only spend duty nights at the department if they fulfill all of the following: A.) they have permission from the Captain, B.) they have permission from their parent/legal guardian, and C.) they are cleared to ride an ambulance, engine, or rescue squad in at least OBSERVER capacity.
5. During the summer when regular school is not in session, probationary members under the age of 18 may spend a maximum of two (2) duty nights per week (Monday to Monday) if they meet all requirements of Rule #4.
6. At least one (1) parent or legal guardian shall join applicants under the age of 18 for their interview with the Membership Committee. The Membership Committee may require additional meetings with applicants under the age of 18 and their parents/legal guardians in addition to the standard interview.

7. The probationary period for members under the age of 18 lasts from the time they are approved for probationary status by the membership until either A.) they reach the age of 18, or B.) a 365-day period has elapsed. The longer of these two conditions shall apply, after which the member shall be eligible for vote for regular membership at the next regular business meeting.

**Agreement for Applicants and Members of the Arbutus Volunteer Fire Department
Who Are Between the Ages of 16 and 18**

I understand that I am undertaking a large commitment of responsibility, maturity, and public trust. I understand that my commitment to the Arbutus Volunteer Fire Department is second to my commitment to success in my education and my responsibilities to my parent/s or legal guardian/s. I understand that to continue activities at the fire department, I must succeed in my education.

I understand that there are risks associated with emergency service, including such potential exposure to environments containing immediate dangers to life and health (e.g. fire, hazardous materials, and body substances), encountering persons who are traumatically injured or deceased, and the emotional stress that is a natural result of these situations. I promise to talk to my parents/guardians and my officers about anything of this nature that is troubling to me.

I understand that I must comply with all rules and regulations of the Arbutus Volunteer Fire Department, including the abovementioned rules applying to members under the age of 18. I understand that to remain a member during my probationary period, I must comply with all rules. I understand that if I violate any rule, I may be suspended from the premises and all activities, or my membership may be terminated.

Applicant's Name (Print)

Applicant Signature

Date

**Agreement for Parent/s or Legal Guardian/s of Applicants and Members of
the Arbutus Volunteer Fire Department Who Are Between the Ages of 16 and 18**

I understand all the rules and regulations governing the probationary membership regarding the applicant for which I am responsible. I understand that to continue membership, the applicant must comply with all rules of the department, as well as all rules pertaining to members under the age of 18. I further understand the risks, and the graphic and emotional situations to which the applicant may be exposed.

I authorize my child/legal ward to pursue membership with the Arbutus Volunteer Fire Department of Baltimore County, Maryland, which may include training and response to emergency calls when sufficient training is complete.

I agree to hold harmless the Arbutus Volunteer Fire Department of Baltimore County, Maryland, and all its Officers and Members for any injuries and/or damages, both physical and mental, sustained by my child/legal ward in the course of training, emergency response, or other activities related to or sponsored by the Arbutus Volunteer Fire Department.

Parent/Legal Guardian of above (Print)

Signature of Parent/Legal Guardian

Date

Membership Committee witness (Print)

Signature of Membership Commit.

Date



Full Service Pre-Employment
Screening, Testing & Verification

Applicant Notice and Consent Document

Fax Number: 267-419-1396

Client Name: Arbutus Volunteer Fire Department (443-324-2973)

Client Code: ARBVOL Branch Code: FIRE

Service Code: Level 1C Level 2C OTHER _____

(please select)

Authorized Agent: _____ Time/Date Sent: _____

NOTICE TO JOB APPLICANTS

Your prospective employer has contracted with **HR First Contact** to verify certain information contained in your application for employment (**including contract for services**) or provided by you during the interview process. The information requested below is necessary to complete this task. This information is **NOT** a part of the application for employment and will be used for the sole purpose of verification of information, and or statements made by you. **Please complete all information requested.**

APPLICANT'S LEGAL NAME:

Last Name

First

M.I.

DAYTIME PHONE #:

EVENING#:

CURRENT HOME ADDRESS:

Street

City/State

Zip

DATE OF BIRTH:

Month/Day/Year

SOCIAL SECURITY #

DRIVER'S LICENSE #:

STATE OF ISSUANCE:

It is possible that your employment may be determined in whole or in part by your prospective employer using data from a report supplied by **HR First Contact**, 535 West Pennsylvania Avenue, Suite 101, Fort Washington, PA 19034. Pursuant to Section 609 of the Fair Credit Reporting Act, you may be entitled to a copy of this report.

APPLICANT CONSENT: I understand and agree that **HR First Contact** will verify all or part of the information I have given my prospective employer. I understand that this verification may include an inquiry into my credit history, driving record, criminal and civil records, felony & misdemeanor and deferred adjudication records, prior employment (including contacting prior employers), education (degree, GPA and attendance) as well as other public record information. I understand I may be required to provide a sample (either urine or hair) for a screening for illegal drugs. I agree that such information which HR First Contact has or obtains, and my employment history if I am hired, may be supplied by HR First Contact to other companies that subscribe to HR First Contact. If hired or contracted, this authorization shall remain on file and shall serve as ongoing authorization for the procurement of consumer reports at any time during my employment or contract period. I authorize the release of such information as may be necessary to verify the information I have provided. I release and hold harmless from all liability any individual or entity requesting or supplying information with respect to my application for employment.

APPLICANT SIGNATURE: _____ DATE: _____

APPLICATION STATUS

Name:	SSN#:	DATE	INITIAL
<ul style="list-style-type: none"> • Packet checked for completeness <ul style="list-style-type: none"> ○ Application, complete, signatures ○ MVA record, certified ○ Photocopy of drivers license ○ Three (3) letters of reference ○ Letter of permission from local company ○ Background check complete ○ Drug test results • \$90.00 deposited, dues applied to years _____ 			
<ul style="list-style-type: none"> • Interview scheduled for : _____ • Interview conducted _____ • Committee Recommendation? YES NO • Committee Signature _____ 			
<ul style="list-style-type: none"> • Background investigation results CLEAR NOT CLEAR • Drug Test materials issued • Drug Test results: PASS FAIL • Notes: 			
<ul style="list-style-type: none"> • Probationary membership vote PASS FAIL • President Signature _____ • LOSAP assigned _____ 			
<ul style="list-style-type: none"> • Permanent Probationary Membership Vote PASS FAIL NA • Permanent Membership Vote PASS FAIL • Notes: 			

Knowledge, Skills, Abilities (KSA) Checklist

The following exercise is NOT a test. This self-assessment is intended to serve several roles. First, it should be a readiness self-assessment to assure you are familiar with the type of knowledge/skill/abilities (KSAs) involved in firefighting/rescue/EMS. It will also aid officers and mentors in assisting you in focusing on your strengths and weaknesses.

	Fire	Rescue	EMS	Swift-water	Administration
My areas of interest in Arbutus VFD include (check all that apply)					
For each skill area below, please indicate your interest/non interest					
and your current skill/comfort level.	INTEREST		COMFORT		
	I am interested in this skill	I am not interested in this skill	Below Average	Average	Above Average
Academic					
My reading skills are...					
My writing skills are...					
My spoken communication skills are...					
My ability to study for and pass a typical multiple-choice exam is..					
My ability to study for and pass a practical/skills exam is..					
My knowledge/comfort with math and numbers is...					
My knowledge/comfort with biology and anatomy is...					
My knowledge/comfort with basic chemistry is...					
My knowledge/comfort with basic physics is...					
Fitness					
My upper body fitness (arms, chest, back muscles, lifting capability) is ..					
My lower body fitness (hips, legs, knees, feet) is..					
My overall cardiovascular fitness is (heart, lungs, circulation) is..					
My level of physical agility (mobility, flexibility) is..					
My swimming ability is...					
My mental fitness level (stress management, emotional stability) is..					
Experience/Knowledge/Skills/Abilities					
My comfort level with small hand tools (hammers, wrenches, screwdrivers) is..					
My comfort level with large hand tools (axes, shovels, sledgehammers) is..					
My comfort level with power tools (chainsaws, drills, power saws) is..					
My comfort level with ropes, knots, and rope equipment is..					
My motor vehicle driving skills (normal, non-emergency driving) are...					
My knowledge of electricity and electrical systems is..					
My knowledge of radio (communication) systems is...					
My knowledge of plumbing, pumps, and water distribution systems is..					
My knowledge of motor vehicles/automobiles is...					
My knowledge of building/home construction is...					
My knowledge of heating/ventilation/air handling systems is..					
My knowledge of home appliances (stoves, ovens, dryers) is..					
My knowledge of computers, email, and the internet is..					
My knowledge of outdoor/camping/survival skills are..					
My knowledge of small boats and water-related activities is..					
My comfort level with map reading and navigation (without a GPS) is..					
My comfort level working at heights is...					
My comfort level working in darkness is...					
My comfort level working in confined spaces is..					
Leadership/Attitude/Emotion					
My comfort level speaking/presenting in front of a group is..					
My comfort level in being a member of a team completing a task is..					
My comfort level leading a team to complete a task is..					
My comfort level speaking to children is...					
My comfort level in dealing with blood and bodily substances is..					
My comfort level dealing with people who are stressed/upset is..					
My ability to respect different opinions and viewpoints other than my own is..					
My patience in dealing with difficult/uncooperative people is..					
My self-confidence level is...					
My self-motivation and willingness to take initiative is..					

Schedule and Availability

Joining a professional volunteer organization such as Arbutus VFD requires a significant commitment of personal time. This decision should take into account commitments and priorities you have already established, including school, work, and family obligations. Consider that initial training as an EMT-B requires 131+ hours. Firefighter I requires 108+ hours. These classes typically meet two evenings a week at a volunteer station for three to four months, including some weekends. Most active members participate in at least one duty crew per week.

Given your current schedule/obligations, please complete the chart below indicating your current availability for training and participation in activities at Arbutus VFD.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Mid Day							
Evening							
Sleepin Crew							

Please complete using: u=unavailable, s=sometimes available, a=available

The distance from my home to Arbutus VFD is approximately : _____ miles.

Check this box if you have a rotating shift schedule.