SMITH VALLEY FIRE PROTECTION DISTRICT

1 HARDIE LANE • SMITH, NEVADA 89430

VOLUNTEER APPLICATION

Please complete the following information. Please **PRINT** or **TYPE**

INSTRUCTIONS -- PLEASE READ CAREFULLY

Please read the participation information to see if you meet the requirements. Answer ALL parts of the application completely. Please PRINT in ink or TYPE. Failure to complete all sections or false statements may be cause for application rejection or dismissal from appointment as a volunteer.

PARTICIPATION TYPE

I am interested in participating as: *Please check all that apply* *(see page 4 for an explanation of terms)*	*Emergency Responder* ☐ Firefighter ☐ Firefighter/EMS ☐ EMS ☐ Full Duty ☐ Limited Duty ☐ Senior	*Non-Emergency Service* ☐ Auxiliary ☐ Admin/Clerical ☐ Support

PERSONAL DATA

Name		Email Address	
Mailing Address			
City	State	Zip Code	
Street Address			
City	State	Zip Code	
Home Phone	Work Phone	Cell Phone	Cell Phone Carrier

EMPLOYMENT INFORMATION

Name of Employer		
Address		
City	State	Zip Code
Phone	Supervisor	Are you able to leave your job for emergency calls? ☐ Yes ☐ No
May the Smith Valley Fire Protection District contact your current employer concerning your application to the position of volunteer firefighter, firefighter/EMT, EMT or Auxiliary? ☐ Yes ☐ No		

DRIVER'S LICENSE INFORMATION

Do you possess a valid Nevada Driver's License? ☐ Yes ☐ No Class ___ Endorse_____ DL# _____

PLEASE NOTE, A COPY OF YOUR CURRENT DRIVER'S LICENSE MUST ACCOMPANY THE APPLICATION.

RESIDENCY INFORMATION

Are you a Nevada resident? ☐ Yes ☐ No How long have you lived at the above address? _____ Years _____ Months

City and State of last residence: _____

Are you prevented from lawful employment in the U.S. because of a Visa or invalid immigration status? ☐ Yes ☐ No

CRIMINAL CONVICTIONS/TRAFFIC VIOLATIONS

Have you ever been convicted of:

1. A Misdemeanor, Gross Misdemeanor, or Felony (Excluding Juvenile Adjudication) ☐ Yes ☐ No
2. A moving traffic violation within the last seven (7) years? ☐ Yes ☐ No

If yes to either question, attach a statement giving the date(s), time(s), location(s), circumstance(s) and dollar amount(s) of fine(s). Include any conditions of your parole and/or probation if applicable. **LACK OF REQUESTED INFORMATION IS BASIS FOR REJECTING YOUR APPLICATION.**

MILITARY SERVICE

Have you ever been a member of the Armed Forces? ☐ Yes ☐ No If yes, which branch? _____

Rank _____ Discharge Type _____ Discharge Date _____

Duties/Assignments _____

EDUCATION

Circle Highest Grade Attended 7 8 9 10 11 12 / 13 14 15 16 / 17 18

Elementary/Middle/High School (Indicate name and location of last school attended)

Name of School _____ Location _____

Did you graduate? ☐ Yes ☐ No

High School Equivalent: Successful completion of; ☐ GED ☐ USAF Other _____

College, University, Professional School		Dates Attended		No. Credits	Degrees	Date Degree Received	Major	Minor
Name	Location	From	To					

Business, Technical, Vocational School		Dates Attended		Full Time	Part Time	Course or Title of program taken
Name	Location	From	To		Hours/Week	

SPECIAL SKILLS/TRAINING

Special skills, training or work experience that may be beneficial to your participation with the District.		Dates of Attendance		Certification Received	State or Professional License
Skill and/or Training	Location	From	To		

REFERENCES

Please list the names and phone numbers of three (3) character references that are not related to you or current members or employees of the Smith Valley Fire Protection District.	
Reference 1:	Phone Number:
Reference 2:	Phone Number:
Reference 3:	Phone Number:

SIGNATURE/ATTESTMENTS

I declare that any statement in this application or information provided is true and complete. I understand that if I provide false, misleading, or incomplete statements or information that any appropriate action may be taken, including termination of my association with the Smith Valley Fire Protection District (SVFPD).

I attest that I have the legal right to reside and work in the United States.

In connection with the application, I authorize the SVFPD and any agent acting on its behalf to conduct an inquiry into any information related to my potential participation/association with the SVFPD, and I authorize the release of any such information, including, but not limited to, any criminal conviction. Moreover, I hereby release the SVFPD and any agent acting on its behalf from any and all liability of any nature for having requested information from any person or reference.

I understand that my participation/association with the SVFPD is contingent upon completing an initial physical examination and subsequent periodic physical examinations relative to the physical requirements of the participation/association and/or volunteer status for which I have applied. I further understand and acknowledge that the SVFPD assigned physician has the sole responsibility for determining if the results of the physical examination will allow me to perform the functions for which I am seeking participation/association with the SVFPD, and the results of the initial examination may result in my application being denied.

I understand and acknowledge that I may be subject to an initial drug test at the time of my initial physical examination, and I may be subject to "for cause" and random drug testing during the course of my participation/association with the SVFPD. I also attest that I have received, read and understand the Volunteer Application Process for participation as a volunteer with the SVFPD. I further attest that I understand that participation/association is subject to a probation period that is a minimum of six (6) months in length during which a volunteer serves in an at-will status.

I understand that if I am granted participation/association with the SVFPD that my continued association is contingent upon meeting all SVFPD training requirements, complying with all applicable SVFPD policies and procedures, and on meeting all other requirements of participation/association, prescribed by the SVFPD. I understand that my participation/association status with the SVFPD is as a volunteer, and I acknowledge that I have no property or legal interest of any sort in maintaining that status.

I agree that the SVFPD have permission to use my likeness in SVFPD related photographs, videotapes, and training materials.

Signature _____ Date: _____

The Smith Valley Fire Protection District is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint filing cost.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

VOLUNTEER PARTICIPATION OPPORTUNITIES

Emergency Responder

- **Firefighter** – Performs firefighting and rescue tasks and duties.
- **Firefighter/EMS** – Performs firefighting, rescue and Emergency Medical Services tasks and duties.
- **EMS** – Performs Emergency Medical Services tasks and duties (e.g., EMT/Ambulance Attendant).
- **Full Duty** – May participate in all types of emergencies, firefighter and/or EMT tasks and activities as permitted by training.
  - Requires the ability to perform strenuous physical activities
  - Training requirements must be met to perform specific tasks and maintain status
  - Examples of duties/tasks:
    - Structure and wildland firefighting
    - Technical rescue
    - Hazardous materials response
    - Emergency Medical Technician
  - Must be approved for strenuous activity by SVFPD doctor based on physical examination
- **Limited Duty** - May participate in the types of emergencies, firefighter and/or EMT tasks and activities, physically stressful training, or other physically stressful activities to the extent permitted by their physical limitation(s) and training.
  - Classifications:
    - Temporary - Having a temporary reason for these limitations.
    - Permanent - Having a permanent reason for limitations, or plans to remain in this category.
  - Requires the ability to perform light to moderate physical activities
  - Training requirements must be met to perform specific tasks and maintain status
  - Examples of duties/tasks:
    - Apparatus Operator/Engineer
    - Emergency Medical Technician (example: no heavy lifting, etc.)
  - Must be approved for activities by SVFPD doctor based on physical examination
- **Senior** – The Senior category is for persons who have previous firefighting training and experience, wish to assist the District, but with limited involvement. May participate in all types of emergencies, firefighter and/or EMT tasks and activities as permitted by training and their physical limitation(s) (e.g., Full Duty or Limited Duty).
  - Requirements:
    - Must have previously been associated with the Smith Valley Fire Protection District or another fire agency.
    - Must be 50 years of age or older.
    - Must attend a minimum of four (4) training sessions each year after completing required District orientation training.
  - Requires the ability to perform light to strenuous physical activities
  - Training requirements must be met to perform specific tasks and maintain status
  - Must be approved for activities by SVFPD doctor based on physical examination

Non-Emergency Service

- **Auxiliary** – A person who supports the Fire District administration, programs, operations and emergency activities without being an emergency responder.
  - May indirectly participate in emergencies, and perform support tasks and activities
  - Requires the ability to perform light physical activities
  - Training may be required to perform specific tasks
- **Administration/Clerical** – This category is for persons who wish to assist the District with office/administrative functions and non-emergency program delivery activities such as:
  - Office/clerical functions, computer support and other similar support functions
  - Fire prevention, public education, public relations and fire adapted community programs support, direct service delivery, etc.
- **Support** – This category is for persons who wish to assist the District as part of an incident rehabilitation/support team, help with routine maintenance of equipment and facilities, and other errands and odd jobs such as:
  - Rehabilitation support (e.g., obtaining, delivering & serving water, food, etc. at incidents)
  - Running errands, obtaining and delivering supplies
  - Routine maintenance, equipment checks, etc.

VOLUNTEER APPLICATION PROCESS

Step #	Action
1	Application form received at District Office.
	Application form & required documentation deemed complete.
2	Application reviewed by Chief or designee(s), and decision made whether or not to continue application process.
	Applicant invited to oral interview, OR application process terminated and applicant notified by letter.
	Applicant oral interview conducted by Chief or designee(s).
	Further application processing approved and applicant notified; OR further application processing not approved, application process terminated and applicant notified by letter.
3	Applicant receives Policies & Procedures packet and signs receipt.
	Applicant's signed Policies & Procedures Acknowledgement received at District Office.
	Background check conducted.
	Applicant passes background check and invited to continue application process; OR applicant fails background check, application process terminated and applicant notified by letter.
4 *FF & EMS Only*	*FF & EMS* – Physical examination scheduled with ARC (including drug and alcohol testing).
	FF & EMS – Applicant completes physical examination (including drug and alcohol testing).
	FF & EMS – District receives physical exam results from ARC – Applicant is fit for Full Duty and District notifies applicant of Full Duty, Probationary & Trainee status as applicable; OR
	FF & EMS – District receives physical exam results from ARC – Applicant is fit for Limited Duty and District notifies applicant of Limited Duty, Probationary & Trainee status as applicable; OR.
	FF & EMS – District receives physical exam results from ARC that applicant is not fit for Full or Limited Duty – District notifies applicant of opportunities for Auxiliary participation and Probationary status if applicable, OR application process terminated and applicant notified by letter.
5	Applicant receives Personal & Emergency Contact Information forms.
	Applicant's completed Personal and Emergency Contact Information forms received at District Office.
	Probationary status assigned.
	FF & EMS – Duty status assigned – Full, Limited or Senior.
	FF & EMS – Trainee status assigned as applicable.
	Auxiliary — Admin/Clerical or Support category assigned.
	Volunteer start/anniversary date.
	Worker's compensation insurance applied.
	Identification number & card issued – Trainee & Probationary status as applicable.
	FF & EMS – Accountability name tags issued – Trainee & Probationary status as applicable.
	FF & EMS – Applicant issued pager – Trainee & Probationary.
	FF & EMS – Applicant issued Trainee and/or Probationary equipment as applicable.
6	Probationary period – Minimum of 6 months.
	FF & EMS – Trainee and/or Probationary participates in training and other activities as required.
	Probationary period completed successfully and applicant notified.
	FF & EMS – Required training completed successfully and applicant notified.
	Probationary period and/or required training not successfully completed and applicant notified of dismissal from District.
7	Volunteer eligible for incentives, embroidered polo & job shirts, & uniform allowance according to function, duty assignment & District programs.
	Updated Identification Card issued.
	Equipment issued per duty assignment.
	FF & EMS – Updated Accountability name tags issued.
	Applicant completes volunteer and emergency contact information update (if necessary).