



Roanoke County Fire & Rescue Department *Volunteer Applicant Information Packet*



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County of Roanoke

Fire and Rescue Department

Welcome Volunteer Applicant:

Thank you for your interest in serving as a volunteer with Roanoke County Fire & Rescue Department. Volunteering as a firefighter or EMS provider will require a significant amount of your time, but many have found it to be well worth it. I started my service as a volunteer firefighter with the Dale City Volunteer Fire Department in 1986.

The fire and rescue service can be very challenging, but is also incredibly rewarding, and regarded with much admiration. Please remember that if you become a volunteer with our department, you will be one of our representatives in the community and should take the responsibility of saving lives and property very seriously and with devotion.

At any time, if you have questions or concerns, please feel free to give me a call.

Once again, thank you for your commitment to helping others, and your valued contribution to Roanoke County.

Sincerely,

Stephen G. Simon
Chief

5925 Cove Road • Roanoke, VA 24019 • (540) 777-8701 • FAX: (540) 777-9773



RCFRD Training Requirements

All Roanoke County Fire & Rescue Department Volunteers must complete the New Volunteer Orientation Program before they run calls. This class is a two-hour administrative overview of the department. You must complete the on-line Orientation Program in order to be placed on the RCFRD Volunteer Roster and become insured and covered properly by Roanoke County.

FIRE VOLUNTEERS:

All Roanoke County Fire & Rescue Department fire service volunteers must be certified in Firefighter I within 18 months of acceptance. Firefighter I is a 135-hour class (hazardous materials and CPR inclusive) that conforms to the National Fire Protection Association Standard 1001.

All Roanoke County Fire & Rescue Department fire service volunteers must fulfill a minimum of 20 hours certified fire service training per year. These hours are easily obtained through a variety of in-service type activities.

RESCUE VOLUNTEERS

All Roanoke County Fire & Rescue Department rescue volunteers are required to become either EMT-B or EVOC certified within 18 months of acceptance.

The Virginia Office of EMS requires rescue volunteers practicing as an ambulance attendant to be trained at the minimum level of Emergency Medical Technician/Basic (EMT/B). EMT certification is a 121-hour class. You must be at least 16 years of age to attend this class. You must be at least 18 years of age to be the Attendant in Charge (AIC).

Minimum Requirements

- At least 18 years of age to receive full benefits
- 16-17 = Junior Program
- Complete application process
- Favorable Criminal history check
- Pass Medical Exam (firefighters only and is paid for by county)
- Must complete Rookie Orientation prior to having ID badge made
- In order to be eligible to drive county vehicles you must be
 - 21 years of age
 - Possess a valid Virginia driver's license with -2 or better points
 - Able to read and write
 - Become EVOC certified

Medical Exam Procedure

(For firefighter volunteers only)

Each applicant that applies with a Roanoke County volunteer fire company will be required to successfully pass a medical exam before being officially cleared to become a volunteer firefighter. The volunteer is eligible to receive the medical exam once an appropriate criminal history search has been obtained and conditional acceptance has been offered at the volunteer organization level. A contract purchase order (CPO) and medical forms will be forwarded to the Volunteer Chief for distribution to the applicant at the appropriate time. The baseline exam requires approximately two weeks turn-around from appointment to notification to RCFRD due to standard test results and lab work. Roanoke County will pay for the cost of a baseline medical exam.

In the event that the baseline medical exam is inconclusive to determining firefighter eligibility and additional testing is required- the applicant will be responsible for the cost of all additional testing. If the member wishes to continue in the process, the member will have to complete the recommended test/procedure at their own expense.

The final determination of the medical results will be the sole responsibility of the county's contracted physician. Volunteer applicants will only be cleared for membership upon receiving a written report from the county's contracted physician. Upon receiving the written medical report, Jennifer Conley Sexton will forward a letter of clearance to the respective volunteer



Under no circumstances should any applicant participate in any firefighting activities until the clearance letter is received by the appropriate volunteer chief and the volunteer receives their RCFRD ID/Access badge. A volunteer is not insured under county insurance until this happens.

Volunteer Benefits:

- *Workers Compensation Coverage should you have an injury while volunteering*
- *Volunteer Incentive Program or VIP--if you meet certain criteria you may earn up to \$500.00 annually*
- *Free Annual Roanoke County Vehicle License Fee Voucher valued at \$20.00*
- *Most training is provided by the County at no charge or is reimbursable*
- *Gear provided by Roanoke County Allocated Funds*
- *Additional recognition and rewards provided by volunteer organizations*



ADDITIONAL FEDERAL AND STATE VOLUNTEER BENEFITS

There are several federal and state benefits that already exist to provide for volunteers and their families in case of disability or death. The benefits are available to all volunteer firefighters or rescuers provided they are active members and their names are carried on the membership roll of an organization as well as the official roster in the Volunteer Coordinator Office.

Federal Benefit-Public Safety Officers Benefit:

If a volunteer firefighter or rescue squad person is injured or killed in the line of duty, his or her family is compensated under the Federal Public Safety Officers Benefits (PSOB) Act. The PSOB Act provides a \$311,810 (plus an adjustment based on the percentage of change in the Consumer Price Index) lump sum benefit to the eligible survivors of a public safety officer whose death is the direct and proximate result of a traumatic injury sustained in the line of duty. This act provides the same benefit to public safety officers who are permanently and totally disabled as of the direct result of a catastrophic personal injury sustained in the line of duty. The injury must permanently prevent the officer from performing any gainful work.

State Benefit-Virginia Line of Duty:

The Virginia Line of Duty Act provides a death benefit in the sum of \$100,000 to the beneficiary or estate of the deceased, of paid and volunteer firefighter and rescue squad members killed in the line of duty. The benefit is paid from the State General Fund. The Virginia Line of Duty benefit does not provide payment for permanent and total disability.

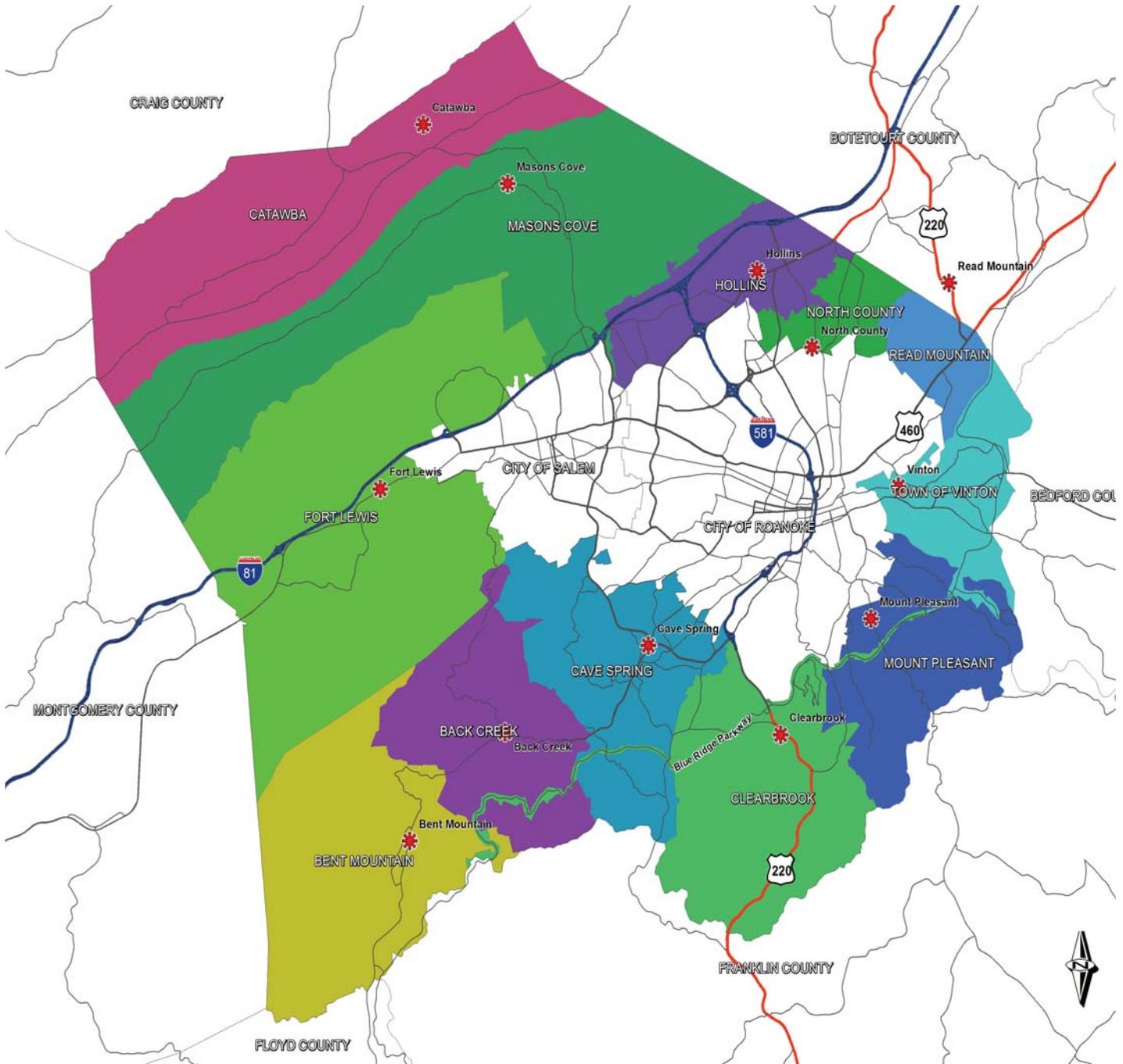
Other Benefits Provided by the Code of Virginia:

Special license plates for volunteer firefighters and rescuers with no charge to the volunteer. Contact DMV for requirement guidelines.

Free tuition and required fees to attend any public institution of higher education are provided for children between the ages of 16 and 25; and spouses of firefighters and rescuers killed in the line of duty.

Roanoke County

254 square miles, over 90,000 citizens, and 12 community district station areas (13 stations)



Roanoke County Fire & Rescue




Stephen G. Simon
Chief

Volunteer Fire Chiefs

Volunteer Rescue Chiefs



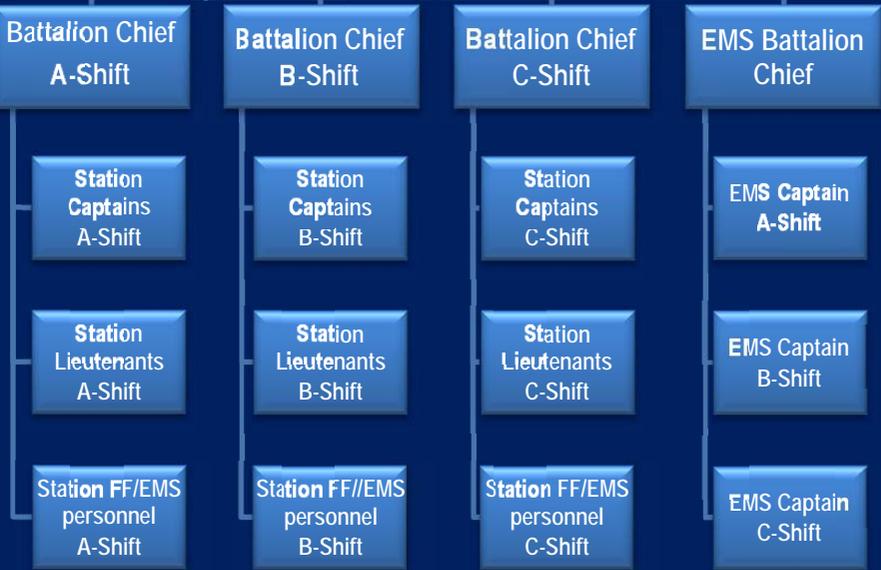
Joey Stump
Deputy Chief
Operations



Travis Griffith
Deputy Chief
Administration



Dustin Campbell
Deputy Chief
Support Services





COUNTY OF ROANOKE

FIRE AND RESCUE DEPARTMENT

Welcome Volunteer Applicant

Welcome to the largest combination department in the state of Virginia, west of Richmond. On behalf of RCFRD, thank you for your interest and commitment to volunteering with us.

As you may now realize, we are a combination department comprised of volunteer and career personnel. We currently boast nearly 240 active volunteer personnel and 153 career personnel.

The department operates with 15 volunteer organizations and a career staff; utilizing 12 stations and 1 administrative headquarters. We have 10 Volunteer Fire companies and 5 volunteer rescue squads. Each volunteer organization is led by a Volunteer Chief who coordinates overall operational efforts with Chief Burch. The volunteer organizations operate under the guidance of Roanoke County, but maintain their own by-laws and operational procedures. However, all volunteer organizations perform under a National Incident Management System (NIMS) to ensure that all incidents are handled in the most efficient and effective manner.

I appreciate and applaud your interest in making a difference in your community. Your contributions will not go unnoticed or unrewarded. You are applying to be a member of an elite group of professionals that have passion for saving lives and property.

As the Volunteer and Marketing Coordinator, my role is to facilitate the RCFRD initial Volunteer Application Process, maintain an application file for each volunteer, maintain the office RCFRD volunteer roster for organization and insurance compliance, administer the volunteer benefit programs, and devise special tools and programs for recruitment and retention. In addition, I coordinate marketing efforts for the entire Fire & Rescue Department and serve as the Public Information Officer.

If I may be of service to you, please do not hesitate to call me at 777-8706.

Sincerely,

Jennifer

*Jennifer Conley Sexton
Volunteer and PR Coordinator*



**ROANOKE COUNTY
FIRE & RESCUE DEPARTMENT**
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Jennifer Sexton
Volunteer & Public Relations
Coordinator

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