Answer the call
Make Firefighting Part of Your Life

Paid-On-Call Firefighter Application Package 2027

www.saltspringfire.com

MESSAGE FROM THE FIRE CHIEF

Step one complete.... *You have picked up an application to join an amazing team here at Salt Spring Island Fire Rescue.*

Firefighters are the foundation of our Fire Department. They are role models and will become leaders within our organization and the community. We select firefighters who take this leadership responsibility seriously, know how to pay attention to their mental health, and who pursue excellence as part of their daily activities.

Service as a paid-on-call firefighter of our Department requires a serious commitment. Your decision to join us should not be made quickly - careful consideration, for yourself and your family, should be made of the many factors associated with becoming a member of the Fire & Rescue Service.

We ask you to conduct an honest self-evaluation before you submit your application. Familiarize yourself with the job functions and use the information to build your skill sets. Review our screening process in its entirety in order to gain a full understanding of your role in the application process.

Should you decide to apply, it is important to understand that the competition will be strong.

Strong competition results in *strong* candidates and *strong* candidates produce quality firefighters.

Preparation, combined with a positive attitude and solid foundation are essential to your success.

Thank you for taking the first step and applying to become a part of something big. If you have any questions on becoming a SSIFR Firefighter please stop in the Ganges Fire Hall or connect with the department via email at admin@saltspringfire.com.

We hope you find SSIFR a good fit and hope to see you in the Class of 2027.

Jamie Holmes, Fire Chief
Salt Spring Island Fire Rescue

ENTRANCE REQUIREMENTS

Required at the time of application:

- ☐ Legally entitled to work in Canada
- ☐ Minimum 18 years of age
- ☐ Must be able to pass a physical fitness test
- ☐ Must be able to pass the required medical exam and mental health resiliency interview
- ☐ Class 5 BC Driver's License (Class 7 acceptable Novice 'N')
- ☐ A favorable Driver's Abstract that has 6 points or less in any one year or 9 points or less in the five year history. Abstract must not have any 214/215 suspensions or any other impaired driving conviction or any Superintendent of Motor Vehicle imposed suspension. Any pending or outstanding charges must be declared
- ☐ Full Time Resident of Salt Spring Island
- ☐ Note: A favorable *Police Information Check with Vulnerable* Sector Query that will not bring the Fire Department into disrepute or hamper one's ability to obtain a First Responders Medical License, will need to be obtained prior to being accepted into the Paid-On-Call position

CAREFULLY READ THE FOLLOWING

Due to the application process, the following application rules will apply:

1. The dates scheduled for the process are confirmed. If an applicant misses a scheduled portion of the process, the applicant will be rejected
2. The application, complete with the Driver's Abstract, must be completed prior to October 30, 2026 at 4:00 p.m. If selected, all candidates must provide an acceptable *Police Information Check with Vulnerable Sector Query* and *Doctor's Authorization Form* as a condition of employment, prior to the first recruit class in January 2026.
3. Failure to follow these instructions will result in your application being rejected.

PERSONAL INFORMATION

Surname: _____ Given Name(s): _____

Pronouns:

Address: _____

City: _____ Prov: _____ Postal Code:

Home Telephone: _____ Cell Phone: _____

Email: _____

How did you hear about us? ☐ Newspaper ☐ Social Media ☐ Website ☐ Word of Mouth

GENERAL INFORMATION

How many years have you lived at the above address? ____

Please list any physical activities that you regularly participate in to keep yourself in good physical condition:

Have you been involved in community work? ☐ YES ☐ NO
If YES, please specify:

List your interests and hobbies:

Do you speak and/or write a second language? ☐ YES ☐ NO
If YES, please specify:

CURRENT EMPLOYER

Company: _____

Address: _____

Job Title: _____ Length of Employment: _____

Supervisor/Manager Name: _____

Telephone:

Duties:

Describe your experience/skills as they may apply to the Fire Department (i.e.: Trades, administration, culinary, educator, coaching, other).

How do you think you would be an asset to Salt Spring Island Fire Rescue?

DRIVER'S LICENSE INFORMATION

Driver's License Number: _____

What Classes of License do you possess? Check all that apply.

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7

Do you have an air brake endorsement? ☐ YES ☐ NO

Trucks/Heavy and/or Light Equipment experience:

Other Operating Skills:

RELATED SKILLS

First Aid Certification? ☐ YES ☐ NO Level/Classification: _____

CRIMINAL RECORD SEARCH

Do you consent to a ***Police Information Check with Vulnerable Sector Query?*** ☐ YES ☐ NO

NOTE: Consent is a requirement for consideration for hiring

(Conviction for a criminal or summary offence does not necessarily preclude consideration for the position of firefighter. Convictions will be reviewed on the basis of their relation to this occupation.)

EDUCATION AND TRAINING

SECONDARY/HIGH SCHOOL

Name: _____ Location: _____

Last grade completed: _____ Did you graduate? ☐ YES ☐ NO

VOCATIONAL/TRADE/TECHNICAL INSTITUTION

Name: _____ Location: _____

Last grade completed: _____ Did you graduate? ☐ YES ☐ NO

COLLEGE/UNIVERSITY

Name: _____ Location: _____

Last grade completed: _____ Did you graduate? ☐ YES ☐ NO

Other Certificates, Licenses, Apprenticeships, Programs or Related Courses:

REFERENCES (please provide three) EMPLOYERS OR DIRECT SUPERVISORS ONLY

Reference 1

Name: _____ Title: _____

Organization: _____ Telephone: _____

Reference 2

Name: _____ Title: _____

Organization: _____ Telephone: _____

Reference 3

Name: _____ Title: _____

Organization: _____ Telephone: _____

DEADLINE FOR APPLICATIONS : OCTOBER 30, 2026

READ CAREFULLY BEFORE SIGNING

I, the undersigned, apply to enroll as a Paid-On-Call (POC) Firefighter with the Salt Spring Island Fire Rescue and if accepted, will undertake to perform such duties as may be assigned to me by the Fire Chief or his/her delegate(s).

I hereby certify:

1. That the information given on the application is true and I understand that any false or untrue statements will disqualify me for hire or will be cause for dismissal.
2. That I understand:
   - that my signature on this form is my permission to contact my present/past employers to obtain references and releases them from any liability from the *Freedom of Information Act*
   - that there will be a probationary work period during which my performance and suitability for the position will be reviewed
   - that as a condition of joining, I will be required to pass a medical exam and mental health resiliency interview, before my confirmation
   - that I consent to a *Police Information Check with Vulnerable Sector Query,* should I be offered a POC position

Date: (dd/mm/yyyy)_____ Signature: _____

By signing and submitting this application, you are indicating your acceptance of the above conditions.

Application can be mailed or dropped off at:

Salt Spring Island Fire Rescue
455 Lower Ganges Road
Salt Spring Island, BC V8K 2P6

or emailed to: admin@saltspringfire.com

Thank you for completing this application and for your interest in the Salt Spring Island Fire Department. Please feel free to contact us if you have any questions at the email below.

APPLICATION CHECKLIST

☐ Application Complete

☐ Current Driver's Abstract

(attach to the application)

☐ Completed Medical Letter

(attach to the application)

☐ Current Police Information Check

(**will be required if selected as a recruit candidate**)

Salt Spring Island Fire Rescue
455 Lower Ganges Road
Salt Spring Island, BC V8K 2P6
Phone: 250.537.2531

Medical Letter

Dear Physician,

The applicant has applied with the Salt Spring Island Fire Rescue deaprtment for the position of Paid-On-Call Firefighter Recruit.

Please complete the following questionnaire with regard to the applicant's ability to meet the physical, emotional and psychological demands of this position. For your reference, a job tasks and description is attached.

APPLICANT INFORMATION

Name: _____

Address: _____

PHYSICIAN INFORMATION

Name: _____

Address: _____

ASSESSMENT

Please review the following description carefully.

1. Is the applicant medically and psychologically fit to perform the duties described? YES ☐ NO ☐
2. Is the applicant prescribed any medication that may affect his/her ability to perform the duties described? YES ☐ NO ☐
3. Are there any other medical or psychological concerns that may impact on the individual's ability to perform the duties described? YES ☐ NO ☐

COMMENTS:

I, the undersigned, am a legally qualified medical practitioner, licensed to practice in the Province of British Columbia. This report confirms my evaluation and medical opinion of the applicant.

_____ _____
Signature Date

cc Personnel File

JOB TASKS AND DESCRIPTION - attach to MEDICAL Letter for your Doctor's review

"The following medical standards for the requirements outline under the *National Fire Protection Association Standard on Comprehensive Occupational Medical Program for Fire Departments 2007 Edition* (referred to as "NFPA 1582").

The following information is provided as a general guideline and is not all-encompassing. The fire department shall evaluate the following 13 essential job tasks against the types and levels of the emergency services provided to the local community by the fire department.

1. Perform firefighting tasks (hose line operations, extensive crawling, lifting and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions while wearing personal protective ensembles and self-contained breathing apparatus (SCBA), including working in extremely hot or cold environments for prolonged time periods.
2. Wearing a SCBA which includes a demand valve-type positive-pressure face piece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads.
3. Exposure to toxic fumes, irritants, particulates, biological (infectious) and non-biological hazards, and/or heated gases, despite the use of personal protective ensembles and SCBA.
4. Wearing fire protective ensemble that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2F (39°C).
5. Searching, finding, and rescue dragging or carrying victims ranging from newborns up to adults weighting over 200 lbs (90 kg) to safety despite hazardous conditions and low visibility.
6. Advancing water filled hose line up to 2 1/2 in. (65 mm) in diameter from fire apparatus to occupancy (approximately 150ft (50m)), which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
7. Climbing ladders, operating from heights, walking or crawling in the dark along narrow or uneven surfaces, and operating in proximity to electrical power lines and/or other hazards.
8. Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medications(s), or hydration.
9. Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens.
10. Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces; that is further aggravated by fatigue, flashing lights, sirens, and other distractions.
11. Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protective systems (sprinklers).
12. Functioning as an integral component of a team, where sudden incapacitation of a member can result in risk of injury or death to civilians or other team members."
13. Mental Health Demands - Emergency workers are subjected to many challenges and experience repeated exposure to trauma and violence. The mental health of our crew members is the highest importance to the department.

Join an Amazing Team at Salt Spring Island Fire Rescue

IMPORTANT DATES

- ☐ **SEPTEMBER to OCTOBER 30, 4:00 p.m.** -Application Intake

- ☐ **OCTOBER 11, 11:00 a.m. - 2:00 p.m.** - OPEN HOUSE at Fire Hall # 2 (*455 Lower Ganges Road*)

- ☐ **OCTOBER 30, 16:00** - Application Deadline
(*don't forget all the attachments - review the Checklist*)

- ☐ **NOVEMBER 7, 10:00 a.m.** - Physical Fitness Test at Fire Hall # 1 (455 Lower Ganges Road)

- ☐ **NOVEMBER - TBA** - Panel Interviews at Fire Hall # 1
(*455 Lower Ganges Road - Times to be announced*)

- ☐ **NOV/DEC - TBA -** Mental Health Resiliency Interview
(location and times to be announced)

- ☐ **DECEMBER** - Final Selection
(*let us know if you will be away in December*)

- ☐ **JANUARY 5, 2027** - **START** your **LIFE** with **SSIFR**