

Garden City Volunteer Fire Department

Junior Firefighter Program

Guidelines

July 2021

347 Stewart Avenue
Garden City, New York 11530

Reviewed and revised April 2019, July 2021

Mission and Values

The *Garden City Volunteer Fire Department* and its *Junior Firefighter Program* work in cooperation to **Educate, Protect and Serve** the youth of Garden City.

The following statements are upheld by the Garden City Volunteer Fire Department:

MISSION STATEMENT

To maintain a safe environment for youth to gather within the community to learn about many aspects of the fire service and to provide avenues for positive social interaction for youth within the program, and for youth within the community.

VISION

We will be a model for fire departments with Junior Firefighter youth programs to introduce the young community to the fire service and to provide a safe environment for social activities for youth within our community.

CORE VALUES

Recognizing the dedication, skill, and value of all members, we will create and maintain an environment of individual safety, well-being, and trust. We are guided by: ***Service to Others, Team Work, Compassion, Integrity, Safety, Honesty, Accountability, Professionalism and Respect.***

COMMITMENT TO THE COMMUNITY

The members of the Garden City Volunteer Fire Department Junior Firefighter Program demonstrate commitment to our community through:

- Providing an opportunity for youth to serve the community.
- Respectful and courteous treatment of all people.
- Accountability for our actions.
- Open honest communications.
- Educating peers about fire safety and prevention.
- Providing a safe environment for youth activity within the community.

Code of Conduct

As a member of the Garden City Volunteer Fire Department Junior Firefighter program, you are expected and required to:

- Abide by all of the Standard Operating Procedures and all other rules and regulations of the Active Department, as well as those of the Junior Firefighter Program.
- Conduct yourself in a professional and courteous manner that will reflect well upon you and the entire department, especially when in uniform.
- Demonstrate honesty, fairness, and integrity.
- Treat all people with courtesy and respect.
- Recognize the value and worth of each individual.
- Dress respectfully and modestly at department functions that you attend (i.e. Fire Prevention day dinner, etc)
- Refrain from cussing, cursing, or using otherwise foul language while in uniform, at the station, and while participating in department functions.

- Work as a team with others.
- Participate in training, meetings, and fundraisers.
- Obey the chain of command.
- Wear your uniform when coming to the station and any department functions that you help with.
- Not wear your uniform or any other department issued gear for general use outside of the station or department functions.
- Always bring required gear to trainings.
- Notify an advisor or Firefighter in charge (if assigned) upon arrival and departure from the station and department functions.
- Immediately report any problems to an Advisor or Firefighter in charge (if assigned).

Meetings and Trainings

Trainings are held every other Thursday from 7:30 p.m. until 10:00 p.m., with the exception of July where one drill is typically held and the program is on hiatus for the month of August, unless otherwise stated. There will be a meeting of the Junior Fire Department after every training session. They are generally informational and Junior Program business is discussed.

The training program for the Junior Firefighters is structured to introduce Junior members to the fire service. Junior members that join the regular department are at an advantage since the Junior Program introduces them to the tools and skills that are used in firefighting. During training, you will learn about firefighting, Emergency Medical Services (EMS), the use of tools, and related skills. You will also learn how to work as a team and HAVE FUN!

Quite often, the training will include some physical or hands on activity and/or lesson. At times, an educational field trip may be substituted for the regularly scheduled training.

Attendance:

As it is the intention to provide students / junior firefighters with a continuing growth of knowledge and skills that must be mastered, and as the strength of the program resides in the attendance of those students junior firefighters; we have set some guidelines for attendance requirements to be considered a member in good standing.

A member in good standing is considered a student / junior who has maintained his/her attendance on a regular basis to include attendance at:

- Monthly drills- at least 50%
- Nassau County Junior Firefighter Association meetings (every other month on Sunday 10 AM) need to make at least three
- Parades / Special Events when invited by the Department
- Fire Prevention Day / Open House (Sunday in October) Mandatory
- Department Community Activity i.e. Holiday tree lighting, 7th Street Promenades or as determined by Department / Jr. Advisors.
- Junior Firefighter Community Activities i.e. NCJFA activities-determined by Advisors

A member in good standing shall be entitled to be eligible for the following:

- Participation in the Department scholarship – prorated for length of time in program at the discretion of Scholarship committee / Chief of Department
- Eligible for letter of Community Service from Chief of Department / Chief Junior Advisor –provided Junior has participated in Community Service Activities for the Department such as Fire Prevention Day, Holiday Tree Lighting etc. or as determined by Chief Advisor
- Letter of recommendation for College- at the discretion of the Chief Advisor

Uniforms and Personal Protective Equipment

In addition, any Personal Protective Equipment (PPE) that has been issued to you must be brought to each training session.

A uniform will be issued. The uniform includes:

- White shirt (for parades/public functions)
- Tie
- Junior Department Patch (affixed to the above shirt)

All juniors are to supply black closed toe footwear and navy blue pants.

You are responsible for the care and maintenance of your uniforms. They are to be worn when participating in any departmental function or activity where you will have contact with members of the public. The uniform is not provided for your daily wear. **It is not to be worn while off duty except to travel to and from the station.**

Personal Protective Equipment will also be provided for you. The Personal Protective Equipment consists of the following depending *on availability*:

- Protective Gloves
- Fire Helmet
- Turn-Out Pants
- Turn-Out Coat
- Boots

In addition, any Personal Protective Equipment (PPE) that has been issued to you must be brought to each training session.

You are responsible for the care and upkeep of your safety equipment. All equipment **MUST** remain in the firehouse and brought to training events or as directed by the Chief, an Officer, or Junior Advisor.

Garden City Volunteer Fire Department Junior Firefighter Application

(Please print legibly Black or Blue ink)
For Applicants 14-18 Years Olds

Applicant's Name: _____

Date Of Birth: _____ / _____ / _____ (mm/dd/yyyy)

Driver's License Number (if you drive): _____ (Attach Copy of License)

Home Address: _____

City, State, Zip: _____

Home Phone: _____ Cell Number: _____

E-mail: _____

Parent/Guardian Information

Name(s): _____

Home Phone: _____ Work: _____ Cell: _____

Emergency Contact:

Name: _____ Phone Number: _____

Relation to You: _____

Are you related to a member of the Garden City Fire Department Dept? YES / NO

If so, who? _____ Relation: _____

Background Information

School Attending: _____

Grade Level: 6 7 8 9 10 11 12

Are you maintaining a 'C' average (2.0 GPA) or better? YES / NO

Please attach a copy of your most recent report card.

What experience do you have related to the fire service? _____

What interests you the most about becoming involved with the Garden City Volunteer Fire Department? (Use the back of this page if necessary): _____

Are you able to attend meetings on a regular basis? YES NO If not, why? _____

Have you ever been convicted, ticketed, or fined? NO YES If so, list date, charge, disposition of case: _____

Work Information

Current Employer: _____

Address: _____

Phone: _____ Your Duties: _____

Supervisor Name/Title: _____

May we contact your employer? YES / NO

How many hours per week do you usually work when school is in session? _____

When School is not in session? _____

What extracurricular activities are you involved in? _____

References

Name: _____ Phone Number: _____

How known: _____ Best time to contact: _____

Name: _____ Phone Number: _____

How known: _____ Best time to contact: _____

Name: _____ Phone Number: _____

How known: _____ Best time to contact: _____

Junior Firefighter Consent

I have read the Garden City Fire Department Junior Firefighter Standard Operating Guidelines and understand the guidelines are set up to outline the purpose of the Junior firefighter program.

I do hereby promise to adhere to and abide by the rules and regulations set forth by, the Garden City Volunteer Fire Department, and the Junior Firefighter Program Guidelines. I understand that it is the right of the Garden City Volunteer Fire Department to terminate this program at any time for any reason. Upon my termination (voluntary or involuntary), I will surrender all issued equipment within thirty (30) days of termination.

X

Junior Firefighter signature

Date

Parental Consent

Having read ALL of the Junior Firefighter Guidelines, and understand the guidelines set up to outline the purpose of the Junior Firefighters, _____ (JR. Firefighter's Name) has my permission to be a Junior Firefighter with the Garden City Fire Department. I will not hold the Garden City Fire Department, Chiefs, Officers, or any Garden City Firefighter, or the Village of Garden City responsible for any actions performed, without direct supervision from an active Garden City Fire Department Firefighter, by my child. My son/daughter and I understand that Junior Firefighters serve in a support role to senior Garden City Fire Department Firefighters to learn the basics of Firefighting and to prepare to become a full member at the age of 18. I and my son/daughter understand that Junior Firefighters are to follow all instructions from members of the Garden City Volunteer Fire Department and that the general standard of conduct is to act in the manner of a professional. My son/daughter and I understand that he/she is expected to be courteous and respectful of other members (Junior and Regular) and to all citizens as they are representing the Garden City Fire Department. My son/daughter and I understand there is a "zero tolerance" policy regarding drug and alcohol use. My son/daughter and I understand that by signing this application we are declaring that any violation of the guidelines is grounds for immediate dismissal. My son/daughter and I understand that any acts that violate the guidelines and that are illegal by state law will be referred to the Garden City Police Department.

X _____
Parent/ Guardian signature Date

To Be Completed by Notary

On this _____ day of _____ 20____, before me, the undersigned notary public, personally appeared _____, personally known to me or proved to me through satisfactory identification to be the person whose name is signed on the above document, they have acknowledged to me that he/she signed it voluntarily for its stated purpose.

Signature of Notary