



GREENWICH Fire Department

MEMBERSHIP APPLICATION PACKAGE

When complete please return to membership@greenwichfire.ca or drop off the application package at our station any Monday evening after 7pm

Greenwich Volunteer Fire Department
9798 Highway 1, Greenwich, NS

Human Resources Committee Use Only	
Date Application Issued:	_____
Person Issuing Application:	_____

SECTION 1: Applicant Personal Information:

Surname:		Given Name:		Middle Name(s):	
Date of Birth (YYYY/MM/DD):		Personal Phone #:		Work Phone #:	
Civic #:		Street Name:			
Community:				Postal Code:	
Email Address:				Social Insurance #:	
Do you possess a valid driver's license?				Yes No	
Driver's License #:		Class of License:	Restrictions:	Endorsements:	

SECTION 2: Emergency Contact Information (In the event you are injured in the course of your duties, who should we contact?)

First Emergency Contact Name:	First Emergency Contact Relationship:	First Emergency Contact #:
Second Emergency Contact Name:	Second Emergency Contact Relationship:	Second Emergency Contact #:

SECTION 3: Character Information:

Upon submitting your application for membership, you are required to submit a criminal record check as well as a vulnerable sector search to the department for review. This service is provided free of charge by the RCMP for those persons who require the checks for the purposes of volunteering. A letter addressed to the local RCMP detachment is contained within this application package to be submitted with the request for a records check to ensure you incur no costs. Upon the return of your results you must submit a copy to the human resources committee for review and to be retained confidentially on your personnel file. No person shall be accepted as a full member of the department without submitting a copy of their criminal record check and vulnerable sector search.

Have you ever been convicted of criminal offence for which a pardon has not been issued?	Yes No
If you answered yes to the question above, please provide details below:	
Are you willing to submit to a criminal record check including a vulnerable sector check?	Yes No
Character References (Please List Two Below)	
Reference Name:	Reference Contact #:
Reference Name:	Reference Contact #:

Are you presently employed?		Yes
		No
Employer:	Employer Phone #:	
Supervisor Name:	Supervisor Phone #:	
Is your employer aware of your application?		Yes
		No
Will your employer allow you to attend alarms during work hours?		Yes
		No
If not, will your employer allow to attend a second alarm signifying a major incident?		Yes
		No
May we contact your employer as a reference related to this application?		Yes
		No

Have you ever been a member of another fire service (paid or volunteer)?		Yes No
If yes, please complete the section below:		
Name of Department:		
Length of service:	Name of Chief or Other Verifying Authority:	
Have you ever been dismissed from another fire service for disciplinary reasons?		Yes No
Please List any current members of the Greenwich Fire Department with whom you are associated with on a social or professional basis below:		

[illegible]

If required, would you submit to a medical evaluation?	Yes
	No
Do you have any medical conditions or disabilities which would be relevant to the job duties of a firefighter?	Yes
	No
If yes, please explain below:	

SECTION 8: Biography

In the space provided below, please tell us about yourself including any hobbies or activities you enjoy in your spare time, as well as why you want to be a firefighter:



SECTION 9: Membership Terms

Please read the following carefully prior to signing this application.

The Greenwich Volunteer Fire Department responds to an average of 80-100 emergency incidents per year. The department also holds weekly training sessions on Monday evenings starting at 7pm. We conduct various meetings, fundraising activities and community events as well throughout the year. Members of the department are expected to attend as many of these events as possible. While we recognize that life has many important commitments such as work and family life, the minimum standard of attendance is 30% of incidents, training and meetings.

Front line firefighting is an ultra-hazardous activity and while all possible steps are taken to ensure members safety, it is not without risk.

By submitting this application, I agree to the following:

- 1) The information contained in this application is accurate to the best of my knowledge
- 2) If offered membership, I agree that I will abide by the by-laws, policies, procedures and general operating guidelines of the department at all times.
- 3) If offered membership I commit to attend emergency calls, training sessions, meetings and activities of the department as much as possible and will maintain the minimum attendance standard as outlined above.
- 4) If offered membership, except as may be waived by the GVFD board of directors I acknowledge I will be subject to a probationary period of six months where my membership may be terminated at any time without cause.
- 5) Submission of this application does not guarantee acceptance to membership. Factors determining acceptance include the successful completion of an interview, background investigations and successful completion of the above mentioned probationary period.
- 6) If accepted for membership, I shall hold confidential all information obtained in the course of my duties as a firefighter, including the nature or cause of fires, medical information of patients or parties involved or the names/personal information of those involved in any incident I respond to.

Applicants Signature: _____ Date: _____

Witness Signature: _____ Date: _____

SECTION 10: Human Resources Committee Approval

Date Application Received:	Date Applicant Interviewed:
Date Accepted for Membership	Date Rejected for Membership:
Roll Number Assigned:	Probationary Review Date:
Human Resources Committee:	Signature:
Human Resources Committee:	Signature:
Human Resources Committee:	Signature:
Did you obtain cell phone provider information for IAR?	Yes No
Did you complete personnel profile for FirePro?	Yes No

SECTION 11: Probation Review:

Date Probation Reviewed	Recommendation to the board of directors:
Human Resources Committee:	Signature:
Human Resources Committee:	Signature:
Human Resources Committee:	Signature:
Date Full Membership Confirmed:	Member Signature:

SECTION 12: Criminal Record Check/Vulnerable Sector Check

Prospective members should detach or print off page 8 of this application to present to either the New Minas or Wolfville Detachment of the RCMP when they apply for these checks. By presenting the attached letter the RCMP will waive any fees relating to the application for records searches.

Criminal Record Check/Vulnerable Sector Check Received?	Yes No
Human Resource Committee Signature:	Date Received



GREENWICH Fire Department

Kings District RCMP
8833 Commercial Street
New Minas, NS
B4N 3C4

To Whom It May Concern:

The Greenwich Fire Department is a volunteer organization serving Kings County. As an emergency service provider we strive to insure our members are of good moral character. As part of our recruitment process, we require prospective members to obtain both a criminal record check and vulnerable sector check.

If you have any questions regarding a perspective member attempting to obtain either of these checks, please contact me directly at 902-670-5767.

Sincerely,

Jason Ripley
Fire Chief
Greenwich Volunteer Fire Department

