



Missoula Rural Fire District Resident Volunteer Program

Guidelines and Acknowledgements

The Missoula Rural Fire District (MRFD) offers a Resident Program.

The following items identify the necessary qualifications, process to apply and expectations if accepted.

To enter the Resident Firefighter (RFF) Program a person must:

- Be 18 years of age or older
- Possess High School diploma or equivalent
- Possess and maintain a valid driver's license
- Complete Federal and State Background checks

Once an application is submitted, MRFD will conduct interviews to assess the persons capabilities and compatibilities with MRFD. The applicant will also need to successfully complete a pack test before acceptance.

Once accepted into the program, the following are the expectations and requirements of all residents:

1. Must complete the Montana State University Fire Service Training School (FSTS) Firefighter 1 (FF1) evolutions within 12 months. and MRFD orientation
2. Reside at a fire station operated, in whole or part, by MRFD, unless otherwise mutually agreed upon between MRFD Fire Chief and the Resident Volunteer Coordinator (RVC).
3. Make the fire station their primary residence, unless otherwise mutually agreed upon between MRFD Fire Chief and RVC.
4. Read and abide by all rules, regulations, SOG's, Policies and written and oral directives which are now, or may be in the future, adopted by MRFD.
5. Be on time, in uniform, ready to respond immediately to incidents, and complete assigned duties during assigned shifts.
6. Maintain personal quarters in a clean, neat condition at all times. Station Officers are responsible for enforcement. Living quarters are subject to periodic inspections if deemed necessary.
7. Participate in company activities and training as directed by the shift officer in charge.
8. Respond to all alarms during their shift and encouraged to respond any time they are available while at the station. RFF shall not respond to incidents via POV unless directed to do so by the Battalion Chief or their designee.
9. Perform duties satisfactorily. The Station Officer and/or RVC will regularly discuss performance and provide guidance as needed.
10. Satisfactorily complete IFSAC or Pro Board FF1. (Evolutions will be completed during academy with one year to complete bookwork and receive certification. All students will participate in

evolutions and receive passing grades even if they hold a current certification.)

11. Hold a Nationally Registered EMT-B license (Shall currently hold Montana State license or obtain within 12 months of start date.)
12. Obtain red card certification as a Firefighter 2 (FF2). (Shall take classes required to obtain a Firefighter 2 red card certification within 12 months of start date.) Red card certification will be renewed each calendar year at the “arduous” level.
13. Complete at least one of the following, Water Tender or Wildland Apparatus Driver operator FSTS courses and obtain certificate from FSTS within 12 months of start date.
14. Abide by MRFD drug and alcohol policies

When not scheduled, RFFs have periods of complete freedom from duties and may leave the premises for personal reasons

Other Expectations:

- If the RFF needs to have time off, they must make arrangements with another RFF or qualified Volunteer Firefighter to cover their shift(s). Shift trades will be pre-approved by the RVC or engine officer. Absences of more than thirty (30) days will require approval by the Assistant Chief of Operations and RVC.
- An RFF will not respond to incidents if impaired by illness, drugs, alcohol, or other cause that may interfere with the safety of the public, the RFF, or other MRFD personnel.

Residents Quarters and Uniforms

- There are designated residents’ quarters and the District's fire stations. Each station has facilities for preparing meals and storing food and provides a living area.
- MRFD will provide each RFF with the following required uniform, protective clothing, and tools, including but not limited to:

<u>Quantity</u>	<u>Item</u>
1	Nomex Hood
1	Helmet
1	EMS Coat/Duty coat
1	Turnout Coat
1	Turnout Pants
1	Turnout Boots
1 pair	Structure Gloves
1	Flashlight
2	Wildland firefighting shirts
1	Wildland Helmet
1 pair	Wildland Gloves
1	Fire Pack/Shelter
1	SCBA Mask
2	T-shirts
1 set	Collar Brass
1	Badge
1	Class B shirt
2	Nomex pants

If the RFF continues in the position of Resident Firefighter in subsequent years, the Fire District will provide replacement of clothing as determined by need. If the RFF ceases to be a resident or volunteer for MRFD, the resident must return all items listed above and any other MRFD equipment provided to them while an RFF. If not returned in a timely manner, MRFD may opt to bill the former RFF the

cost of the missing equipment and take action to collect monies owed.

MRFD Offered Training, Certifications and Workers Compensation

- MRFD shall provide training as deemed necessary to upgrade and maintain the technical and manipulative skill level of the RFF. Previous experience and training may be substituted.
- MRFD shall provide a Certificate of Completion and a Letter of Recommendation upon the successful completion of the Resident Firefighter Program.

Tuition and Training Reimbursement

RFFs that meet the expectations above can request tuition reimbursement for Advanced – EMT, Paramedicine, Associate or Bachelor’s degree college programs in fire service-related fields that coincide with the job duties he/she is expected to perform while working in the compacity as a firefighter EMT or Paramedic. Tuition reimbursement is dependent upon approval and is capped and prorated based on grades. Tuition reimbursement can be requested using the Tuition Reimbursement Form. Tuition reimbursement will be paid at the end of the applicable semester/quarter, covering the RFFs college/university out-of-pocket costs, up to \$5,000.00 per fiscal year, with proof of GPA above a 2.5 on a 4.0 scale. RFFs are also eligible to receive an additional \$3,000.00 for approved fire, rescue, or EMS training.

RFFs not enrolled in Advanced-EMT, Paramedicine, Associate, or Bachelor’s degree college programs in fire service-related fields that coincide with the job duties he/she is expected to perform while working in the capacity as a firefighter EMT or Paramedic, are eligible to receive a total of \$3,000.00 for approved Fire, Rescue, or EMS related training per fiscal year. RFFs must complete the Training Request form, submit receipts and have prior approval from the Assistant Chief of Operations and RVC.

I acknowledge receipt of the MRFD Resident Program Guidelines and Acknowledgments. I understand that at any time MRFD can remove me from the program based on MRFD’s needs and assessments.

Resident Firefighter

Date