



SOUTH TUCSON FIRE DEPARTMENT **RESERVE FIREFIGHTER**



INTRODUCTION

The South Tucson Fire Department offers a Reserve Firefighter position for Firefighters. Reserve Firefighters are responsible for supplemental support of the Fire Department as required. The Reserve Firefighter position places specific requirements on individuals who wish to join the South Tucson Fire Department and remain a member in good standing. There are two (2) categories of Firefighter Reserves within our structure:

1. Reserve Firefighter I & II
2. Reserve Captain or Shift Lead

Each of the two categories will be addressed pertaining to qualification, acceptance procedures and requirements.

I. RESERVE FIREFIGHTER I & II

A. ELIGIBILITY

Minimum requirements for consideration as a Reserve Firefighter I & II shall include:

1. Possess High School Diploma or GED.
2. At least 18 years of age.
3. Valid Arizona Driver's License (MVD records will be checked by the department).
4. No felony convictions.
5. Must be State Certified EMT-B (Basic).

B. EXAMINATION PROCESS

1. Written Examination.
2. Physical Agility Test.
3. Oral Board Interview.
4. Limited Pre-Employment Physical.

C. COMPENSATION

1. Drills will be compensated on an hourly basis at the current minimum wage.

II. RESERVE CAPTAIN/SHIFT LEAD

A. ELIGIBILITY

Minimum requirements for consideration as a Reserve Captain or Shift Lead shall include:

1. Possess High School Diploma or GED.
2. At least 18 years of age.
3. Valid Arizona Driver's License (MVD records will be checked by the department).
4. No felony convictions.
5. Must be State Certified EMT-B.
6. Must have a Captain's certification to be considered for a Reserve Captain position, or a Driver Operator/Engineer certification to be considered for Shift Lead position.

B. EXAMINATION PROCESS

1. Written Examination.
2. Physical Agility Test.
3. Oral Board Interview.
4. Limited Pre-Employment Physical.

C. COMPENSATION

1. A firefighter serving in a Reserve Captain's position will be compensated at the current captain's pay scale at Step A. A firefighter serving as a Shift Lead will be compensated at 5% above the current minimum wage.
2. Drills will be compensated on an hourly basis at the current minimum wage for the appropriate position.

IV. RULES AND PROCEDURES

All Reserve Personnel are subject to the existing Rules and Procedures of the South Tucson Fire Department and the Policies of the City of South Tucson. Training on these Rules will be provided for Reserve Personnel by staff.

V. EQUIPMENT/RESPONSIBILITY

Reserve Personnel will be provided those items of equipment to properly perform required duties. Individuals are required to maintain their equipment in a serviceable condition at all times. Should the equipment become lost or damaged due to negligence, the Reserve member will be held liable/accountable for replacement.

VI. EMPLOYMENT AT WILL

The Reserve Firefighter, regardless of position, will serve at will. In no event shall the hiring of an employee be considered as creating a contractual relationship between the employee and the City; and, shall be defined as "employment at will," where either party, with appropriate notice, may dissolve the relationship. A Reserve Firefighter Acknowledgement will be provided by Human Resources and signed by the respective firefighter before beginning employment as a Reserve Firefighter

VII. TRAINING/DRILLS

Training Drills are scheduled to be held accordingly by the Director or his designee. Training will begin promptly at 1000 hours and end at 1400 hours. Personnel will be allowed two (2) excused absences from required training within one calendar year but the training missed must be made up at the discretion of the Reserve Coordinator.

Acceptable reasons for absence from training includes illness, required work at place of employment or other activities approved by Full-Time Captain, or Reserve Captain/Lead.

Training will be at the forefront of all activities. It is the departments desire to provide training that will, benefit the Reserve Firefighters. This training will be in depth and require desire, dedication and study on the part of all Reserve Firefighters. We wish to provide a well-trained group that will benefit all concerned.

Unexcused absence from training may subject the individual to disciplinary action. Reserve Firefighters who cannot attend drills will notify the Reserve Training Officer or Reserve Coordinator prior to the training session.

A Regular Full-Time Captain or designee will be appointed and serve as the Reserve Firefighter Coordinator.

VIII. TRAINING DOCUMENTATION

Proficiency examinations will be given periodically to assure a proper training and efficiency level. Training records will be maintained on all personnel. All training, formal or informal, will be documented and placed in training files.

IX. REQUIREMENTS FOR DRIVING/OPERATING FIRE APPARATUS

Personnel must complete a six (6) months period, and be certified, prior to being allowed to drive or operate Fire apparatus. Staff personnel will offer proper drivers training in order to prepare individuals for the future. Drivers training will be approximately 30 hours in duration and will cover pumping operations, vehicle operator maintenance, aerial operations, and vehicle operation.

All personnel must advise the department in the event their driver's license is suspended or

revoked. Failure to do so may result in disciplinary action.

X. REQUIREMENTS FOR RESERVE CAPTAIN/SHIFT LEAD

Personnel who are placed in a Reserve Captain or Reserve Shift Lead position must have the proper certifications as outlined above in the “Examination Process” of the position. In order to be considered to serve as a Reserve Captain or Shift Lead, the proper certification must first be obtained, followed by the proper training and experience for such a position. The certification alone will not qualify a Firefighter to serve in that capacity. Placement of a Reserve Captain or Shift Lead in charge of a shift must first be approved by the Director.

XI. DUTY ASSIGNMENT

In order to assure a more suitable dispersion of manpower, all Reserve Firefighters are requested to notify the scheduling Firefighter Captain which dates they will be working. It is extremely important for Shift Supervisors to know in advance who and/or how many personnel he/she will have on a given day.

SUMMARY

Our goal is to enlist and properly train the very best candidates possible. The training will be offered and the demands will be great. We wish to provide the best service possible for the citizens of South Tucson. We appreciate and respect our Reserve Firefighters and will work with them in assuring they have a comfortable, enjoyable work place.