

# Comanche Volunteer Fire Department



## Junior Firefighter Program

New Junior Member,

As the Chief of the Comanche Volunteer Fire Department, I would like to take this opportunity to welcome you as a Junior Member of the Comanche Volunteer Fire Department! For many, this program will be the first step in the career path to the fire service, whether it is volunteer or paid. I honestly believe that you, as an active participant in this program, are the future of this fire department, and a hero of tomorrow.

When people do not know where to turn for help, often they turn their local fire department for help. They expect us to fix their emergency, or to at least make things better for them. Therefore, the firefighter has traditionally performed many tasks other than just fighting actual fires and is held in high esteem by many people. As a member of the junior firefighter program people will look to you as a representative of this department. Therefore, it is important to follow the code of conduct and to be courteous and respectful to all, especially when in uniform.

As a member of the junior firefighter program, you will be required to participate in training, meetings, drills, fundraising events, and station projects. There are also other activities and opportunities available to you, that I hope you will take advantage of.

As a member of this department, I take a great deal of pride in it and the community that surrounds it. You will be expected to do the same. As a member, strive for excellence, be the best you can; be proud of what you are doing it for; promote department pride by example; and most of all have fun and be safe. Again, from myself, your officers and senior firefighters, we welcome you.

Respectfully,

Chief Jeffrey Jacinto

## **Mission and Values**

The Comanche Volunteer Fire Department members and members of its Junior Firefighter Program work in cooperation to educate, protect and serve the youth and citizens of Comanche and surrounding communities.

### **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 and 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, Teamwork, Compassion, Integrity, Safety, Honesty, Accountability, Professionalism, and Respect.

## **Commitment to the Community**

The member of the Comanche Volunteer Fire Department, Junior Firefighter Program, demonstrates 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 Comanche Volunteer Fire Department / Junior Firefighter Program, you are expected and required to:

- Abide by all of the Standard Operating Guidelines and all other rules and regulations of the Comanche Volunteer Fire 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 (Meetings, Fundraisers, 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, fundraising activities, and other CVFD activities
- Obey the chain of command
- Not wear your uniform or any other department issued gear for general use outside of the station or department functions unless given permission by program advisor
- Immediately report any problems to your advisor

## **Meetings and Trainings**

Meetings are held the 1<sup>st</sup> Monday of every month at 7:00pm. Unless the date falls on a holiday, in which the meeting is held the following date at the same time unless otherwise directed by the department leadership. We may hold occasionally hold special meetings, you will be notified a head of time of these meetings. Trainings are held the 3<sup>rd</sup> Monday of every month at 7:00pm.

## **Comanche Volunteer Fire Department**

### **Junior Firefighter Program Guidelines**

The Junior Firefighter Program was instituted by the Comanche Volunteer Fire Department (CVFD) as a training program for young men and women interested in serving their community and preparing to become active firefighters upon reaching the age of 18. At age 18, the Junior Firefighter member is eligible to apply to become a full member of the Comanche Volunteer Fire Department.

As a Junior Firefighter, members serve in a support role for the firefighters during actual emergencies as a supplement to a formal training program. The Junior Firefighter Members attend monthly training drills with the full department. Those selected are expected to act in a mature manner and commit to a demanding, long-term program.

In both training sessions and actual emergency situations, the safety of the Junior Firefighter Program is of paramount concern to the Department. As such, the activities of the Junior Fire Team Members are limited in scope and the fire officers closely supervise them. The Junior Firefighter Members quickly become an integral part of the firefighting team during emergencies, serving in such important capacities as establishing a water supply, supplying equipment for interior firefighters, changing air packs, manning exterior hose lines. It should be understood, however,

that despite the training and supervision provided, firefighting is a dangerous activity and serious injury is a possibility. The fire officers will make every effort to minimize the Junior Firefighter Members' exposure to danger. It is also the responsibility of a Junior Firefighter to avoid known hazardous situations.

Due to inherent dangers of firefighting, strict rules of conduct and tight procedural standards have been established. In an actual emergency, it is essential that all firefighters, including Junior Firefighter Members, act in a calm and efficient manner. The Junior Firefighter Members are expected to attend training drills to be prepared for the many challenges presented in an emergency. Each member is expected to read and understand these requirements and to adhere to the standards. The CVFD fire officers are available to discuss any questions.

## **Eligibility**

1. The general standard of conduct is to act in a manner of a professional. Junior Firefighter Members represent the CVFD, and are expected to be courteous and respectful to fellow firefighters and emergency services personnel and all citizens served. The CVFD will not tolerate vulgar, offensive, discriminatory or threatening language or gestures at any time. Junior Firefighter Members may not wear any article of clothing that, in the opinion of the fire officer, would be offensive to the public served. Violations will

result in disciplinary action, and may include suspensions.

2. The CVFD maintains a "zero tolerance" policy with respect to drug and alcohol use and violation of public laws. Any possession or use of alcohol or illegal drugs, on CVFD premises or apparatus, emergency scene, training drill, official function, or while in CVFD uniform will result in immediate and permanent suspension from the CVFD Junior Fire Team Program. Junior Firefighter Members may not use any tobacco products on CVFD premises or apparatus, emergency scene, training drill, official function, or while in CVFD uniform. Any arrest or conviction for a crime will result in a review of the circumstances by the Chief and Officers, and may result in disciplinary action, including permanent suspension.
3. Junior Firefighter Program Members may not use or display emergency identification on their personal vehicle (e.g. red lights and fire department plates or stickers). Junior Firefighter Members may not wear clothing identifying them as a CVFD firefighter, except assigned protective gear, uniforms, or logo t-shirts / hats worn for official purpose only unless permission is given by the Chief.
4. Junior Firefighter Members may be allowed in the station without direct supervision, however, they may not be accompanied by friends into the fire station without department supervision.

5. Junior Firefighter Program Members must leave the station following completion of the emergency response, training drill, department meeting or work detail.
6. Junior Firefighter Program Members are not permitted to attend overnight stand-by details (will be released from a stand-by no later than 9:00PM) or to accompany CVFD firefighters covering the station of another fire department unless prior approval of parent / guardian and command staff.
7. Junior Firefighter Program Members are not permitted to borrow CVFD equipment for personal use.
8. Junior Firefighter Program Members may NOT operate CVFD vehicles.
9. Power tools, hydraulic and pressurized air operated equipment, and cutting devices such as chain saws / roof saws, air bags and hydraulic tools are to be operated only under the direct supervision of a fire officer or his / her designee. Full protective gear, including gloves and eye covering, must be worn by the Junior Fire Team when operating any power tool, hydraulic or pressurized air operated equipment, or cutting device.
10. Junior Firefighter Program Members may climb CVFD Ground Ladders for training purposes only. Any ladder use must be under direct supervision of a CVFD fire officer or his / her designee.

11. Junior Firefighter Program Members are not to participate in any CVFD activity, including emergencies, during school hours. Junior Firefighter Program Members are not to leave school, or a school sponsored activity, for an emergency response. Junior Firefighter Program Members are not to respond to any alarm dispatched after 9:00PM on a school night (Sunday-Thursday).
12. Junior Firefighter Program Members must attend a minimum of 75% of training meetings and 50% of business meetings conducted each year.
13. Junior Firefighter Program Members are responsible for the care of all CVFD gear issued to them, and are financially responsible for loss or damage from other than official use as a Junior Fire Team Member.
14. Junior Firefighter Program Members may not fill SCBA air bottles, and are to remain clear of the filling area when air bottles are being filled.
15. No firefighter is to ride on a truck step. All firefighters are to be seated in the truck cab and seat belted when the apparatus is in motion.
16. Junior Firefighter Program Members are to report directly to the station at all times. Junior Firefighter Program Members are not to drive personal vehicles to any scene unless cleared through Incident Command.
17. Report any injury to a CVFD fire officer or safety officer immediately.

18. Firefighters may not accept monetary payment or gifts for services rendered as a firefighter. Any citizen offering payment of any kind should be put in contact with an officer on scene.

## **Emergency Response**

1. Junior Fire Team Members may respond to emergency alarms, if present at the station when the alarm is called. Junior Firefighters may respond on CVFD apparatus if seats are available (Junior Firefighters will relinquish seats to senior firefighters as needed). Junior Firefighters are under the command of CVFD fire officers from the time of their arrival at the station or emergency scene until released from duty by a CVFD fire officer. If no officer is aboard the apparatus, the Junior Firefighter will be under the command of the Firefighter in charge until reassigned to a CVFD fire officer. Junior Firefighters are not to leave an emergency scene without the knowledge and consent of a CVFD fire officer (each firefighter is to speak with a fire officer directly, not via a third party).
2. Junior Firefighters may not respond to an emergency alarm relating to a hazardous material incident, biological or nuclear hazard, explosive device, terrorist incident, police jurisdiction/crime scene assistance or mass casualty (defined as only likely to involve four or more individuals seriously

injured or killed- such as an incident involving a train, aircraft, or bus accident). Junior Firefighters are not to respond to a mutual aid alarm outside of Comanche Volunteer Fire Department Jurisdiction unless directed by a CVFD Officer.

3. While operating in a wildland environment all Junior Firefighters shall be under direct supervision of CVFD members. At no time shall Junior members be assigned to work with another department.
4. Junior Firefighters must wear all protective gear while riding on the apparatus and at an emergency scene.
5. Under no circumstances is a Junior Firefighter to enter a burning structure, confined space, or underground area, or area subject to a collapse hazard. Junior Firefighters may operate exterior hose lines under the direction of a fire officer or his / her designee. Junior Firefighters must remain well clear of a motor vehicle fire or other type fire presenting exposure to flammable liquids or hazardous materials. At an emergency scene, a Junior Fire Team may not climb a ladder or operate from a roof or other elevated position.
6. Upon arrival at an emergency scene, a Junior Firefighter is not to enter a private dwelling or other structure with senior firefighters for investigation or emergency action of any type. Junior Firefighters are to remain with the apparatus or in close proximity to the incident commander, and await specific orders from a CVFD

fire officer. If the Junior Fire Team receives orders from an officer (or request from a firefighter) of another department, it is incumbent upon the Junior Firefighter to advise the officer or firefighter of his / her status as a Junior Firefighter and the limitations placed upon him / her.

7. All orders received from a fire officer are to obeyed and executed completely. If, due to safety concerns or for any other reason, the Junior Firefighter is unable to complete an assigned task, the officer issuing the order, or another officer in his / her absence, should be immediately notified by the Junior Firefighter who received the order.
8. At an emergency alarm involving downed power lines or gas leak, the Junior Firefighter must remain aboard the apparatus until the area of operation for the Junior Firefighter is determined to be safe by a CVFD Fire Officer.
9. Junior Firefighters may not direct traffic.
10. Junior Firefighters are not to make any public comments or make statements to the media at the time of an emergency incident, or following the incident, concerning conditions relating to the emergency scene. Examples of comments to avoid are the cause or origin of a fire, condition of fire victims, condition of a home interior or firefighting technique. All public inquiries are to be referred to the incident commander or CVFD Chief. It should be understood by the Junior

Firefighter that fire inspectors or arson investigators and other government officials are required to inspect certain types of damage, their presence may in no way indicate suspicion of wrongdoing on the part of the property owner. Firefighters must also understand that individuals whose property has been damaged and destroyed and / or family members of injured or killed are extremely sensitive to the statements and actions of emergency personnel. CVFD Firefighters are expected to demonstrate the utmost of respect and compassion for these individuals in both their words and actions.

11. Valuables found at an emergency scene are to be immediately reported to a CVFD fire officer or police officer. Theft by a Junior Firefighter will result in the immediate suspension from the Junior Firefighter Program and local law enforcement will be notified.
12. Junior Firefighters are not to have any direct contact with an injured person or dead body. Report any accidental contact with blood or other bodily fluid to a CVFD fire officer or safety officer immediately, so that medical treatment can be initiated promptly.
13. All social media is a direct reflection of the CVFD and can have legal implications. Junior firefighters may not post pictures of any incident, trainings, or themselves without approval of CVFD officials.

## **Acknowledge Receipt of Guidelines**

I acknowledge that I and my son / daughter have received a copy of the Comanche Volunteer Fire Department Junior Firefighter Program Guidelines and have reviewed them prior to signing these documents.

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Junior Firefighter Signature

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Date

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Parent / Guardian Signature

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Date

**Welcome to the**  
**Comanche Fire Department Junior Firefighter**  
**Program**  
**Information For Parents**

We hope the following will answer any questions that were not answered in your Junior Firefighter New Member Booklet.

**Supervision**

Junior Firefighters interact with Firefighters to gain experience in a firehouse environment. Department members offer students advice on the skills, responsibilities and educational requirements for fire and emergency services careers.

**Emergency Contact Information**

Please update your emergency contact and medical information whenever changes occur.

**Parental Help**

Any time that you can help at a function is greatly appreciated, even if it is only for an hour or so. We

would like to have as many parents involved as possible. It is a great way to interact with your child and their friends. As long as a parent stays, siblings are welcome to attend, except department meetings and trainings. You do not need to contact anyone or sign up to help at a function, just show up...the help is always needed and appreciated.

## **Fundraisers**

Fundraisers are an important part of the CVFD. Without them we would not be able to do all that we do. Help is greatly needed and appreciated. As well we could use the parents to help as well. If you would like to help just show up with your Junior.

## **Becoming a Member**

We always welcome new members, if a parent is interested in becoming a member; please feel free to attend a meeting with your child.

If you have any questions at any time, please feel free to contact:

Chief Jeffrey Jacinto (325) 356-6203

Assistant Chief Brandon Kolb (325) 330-1115

Captain Zac Melot (325) 330-1918, Junior Firefighter Training Coordinator

Lieutenant / Admin Officer Shane A. Stalnacker (325) 998-9973.