



# **Paid On-Call Firefighter Recruitment Information**

## **Sturgeon County Emergency Services**

Revised: July 22, 2024

## Message from the Fire Chief

On behalf of Sturgeon County, I would like to thank you for your interest in becoming a paid on-call firefighter with Sturgeon County Emergency Services. Although our team is located across a wide geographic area in five distinct stations, we are united in our dedication to protecting the public and their property from harm. This role provides every firefighter with new knowledge, skills and experiences that celebrate the tradition of the fire service in responding to help our neighbours.

Becoming a firefighter is a significant commitment, one that involves dedication, continuous learning, and a deep sense of duty. You will be joining a group of Sturgeon County casual employees who are highly skilled and motivated to ensure the safety and well-being of our community, friends, and neighbours in their time of need.

Our department provides you with comprehensive training that will equip you with the necessary knowledge and skills to handle various emergency situations and enhance your own leadership and personal development. You will undergo formal training and participate in weekly training sessions at your assigned fire station. These sessions are designed to build a cohesive, reliable team that can face any challenge together.

We hold our firefighters to high standards because the nature of our work is broad and hazardous; however the rewards of this role are plentiful. The sense of accomplishment, personal growth, and the opportunity to make a real difference in people's lives provide a sense of fulfillment to our team.

If you are inspired by the challenges and rewards described in this package, we encourage you to apply. Visit our website at [SturgeonCounty.ca/Careers](https://SturgeonCounty.ca/Careers) and submit your resume and cover letter to the applicable competition.

Thank you once again for considering a role with Sturgeon County. We look forward to the possibility of welcoming you to our team.

Chad Moore  
Manager, Protective Services/Fire Chief  
Sturgeon County

### Have a question?

Reach out to Sturgeon County  
Emergency Services!

780-939-8400  
[protectsvcs@sturgeoncounty.ca](mailto:protectsvcs@sturgeoncounty.ca)

## Application Requirements

Emergencies can happen any day at any time. We need people who can respond to emergencies during the day, in the evening and/or on weekends.

To be a paid on-call firefighter, you must...

- Live within 10 kilometres of the Bon Accord, Calahoo, Legal, Namao or Redwater fire stations.
- Be at least 18 years old.
- Have a valid Class 5 driver's licence.
- Commit to attending a three-hour training session per week.\*
  - Calahoo and Redwater train weekly on Monday night.
  - Bon Accord and Legal train weekly on Tuesday night.
  - Namao trains weekly on Wednesday night.
- Commit to attending formal training courses held in evenings and on weekends.
- Have or be prepared to get an Alberta drivers abstract.
- Have or be prepared to get a vulnerable sector check from the RCMP.

*\*Firefighters are expected to attend at least 60 per cent of the weekly training nights for their station, and 30 per cent of emergency calls for their station.*

## Primary Duties and Responsibilities

As a paid on-call firefighter with Sturgeon County Emergency Services, you must perform many important duties. These include but are not limited to:

- Responding to emergency calls for emergencies including:
  - Vehicle or structure fires
  - Wildland/urban interface fires
  - Motor vehicle collisions
  - Alarms
  - Hazardous materials or dangerous goods
  - Medical aid
- Participating in weekly training nights.
- Maintaining fire apparatus and equipment.
- Performing maintenance and housekeeping duties at the fire station.
- Participating in community activities.
- Participating in fire prevention activities



## Pay and Benefits

### Pay rate

You will be paid hourly for responding to emergencies, attending weekly training, attending weekend courses that are held internally and are a requirement of your position, and participating in public engagement activities.

Rank	Hourly pay rate
District chief	\$34.12
Captain	\$31.41
Lieutenant	\$28.11
Level 2A firefighter	\$25.31
Level 2 firefighter	\$24.67
Level 1 firefighter	\$24.13
Probationary firefighter	\$21.99

Firefighters are paid every two weeks.

As per employment standards legislation, you will be paid at least \$45 (three hours paid at minimum wage) when you are dispatched to and respond to calls, including when calls last less than three hours.

### Benefits

Paid on-call firefighters receive the following benefits:

- Vacation pay, which is paid as a percentage of your earnings on each pay statement/deposit, based on your years of service.
- General/statutory holiday pay
- Access to a variety of training courses
- Workers Compensation Board (WCB) coverage
- \$200,000 in accidental death as well as other benefits through the Volunteer Firemen's Insurance Services (VFIS) program
- All required personal protective equipment (PPE)
- Station uniform

## Working Conditions

While working as a paid on-call firefighter, you will be exposed to challenging environmental, physical and emotional situations. Some of these will include:

- Being called on to respond to emergencies at any time of the day or night, including weekends and holidays.
- Being called on to respond to emergencies in any weather.
- Performing tasks while wearing full personal protective equipment (PPE), including self contained breathing apparatus (SCBA).
- Working quickly to extinguish fires in extreme heat with limited or zero visibility.
- Experiencing physically demanding tasks in extreme temperatures.
- Lifting, carrying, pushing, pulling, raising and lowering heavy equipment and loads.
- Working in hazardous areas that could be hot, wet, slippery, muddy, icy, dirty and cramped.
- Working in very loud environments.
- Working from heights.
- Working on and around moving machinery, vehicles and equipment.
- Being exposed to a variety of hazards.
- Dealing with critically injured and/or sick patients.
- Dealing with high-stress situations.
- Having to effectively deal with various levels of physical and mental strain.

## Self-Evaluation Questionnaire

To take the next step and apply to become a paid on-call firefighter, you need to be aware of the commitment this entails. The following list of qualities and considerations will help you determine if this opportunity is right for you.

- I am prepared to maintain the minimum qualifications required for paid on-call firefighters.
- I respect authority and my peers and can operate within a team.
- I can respond to emergency calls at unexpected times.
- I am physically prepared to take on the physical demands of firefighting.
- I am aware of the impacts this opportunity will have on my family, and I am prepared to accept those impacts.
- I treat all people with respect, dignity and professionalism regardless of race, creed, gender or beliefs.
- I can disengage from emotional suffering, tragedy and/or loss of life to complete essential job tasks.
- I am prepared to maintain professionalism on and off duty.
- I make ethical and responsible choices and actions.
- I can follow and carry out complex oral and written instructions.
- I can and do take steps to maintain a positive attitude.
- I can motivate myself and others.
- I can work for extended periods of time under difficult and strenuous conditions.
- I can work from heights and in confined spaces and can maneuver with limited or no visibility.
- I am comfortable using different hand/power tools and technical equipment.
- I can work long hours under adverse weather conditions.
- I am committed to lifelong learning.

## Application Process

The application process to join Sturgeon County Emergency Services as a paid on-call firefighter involves the following stages:

- Stage 1 — Submit your application
- Stage 2 — Interview
- Stage 3 — Reference checks
- Stage 4 — Job offer/acceptance
- Stage 5 — Orientation
- Stage 6 — Probation
- Stage 7 — NFPA 1001 Level I course

### STAGE 1 – Submit your application

Submit your application by **Sept. 8, 2024** at [sturgeoncounty.ca/careers](https://sturgeoncounty.ca/careers). Only online applications are accepted.

Sturgeon County Emergency Services staff will review the applications and will select a pool of candidates from each station for an interview.

### STAGE 2 – Interview

We will contact you if you have been chosen for an interview. You must bring the following documents to the interview:

- Alberta drivers abstract, if not already provided
- RCMP Release of Results of Vulnerable Sector Check, if not already provided.
- List of references.
- Current copy of your resume.
- Any certificates relevant to the fire service, which you listed in your application form.

Failure to bring the above items to the interview could result in a cancellation of the interview.

### STAGE 3 – Reference checks

At this stage, Sturgeon County Emergency Services staff will contact your employer and personal references provided on your application.

### STAGE 4 – Job offer/acceptance

If selected to become a paid on-call firefighter, we will contact you with a verbal and written job offer.

## STAGE 5 – Orientation

Successful applicants must attend orientation and onboarding on Oct. 5, 2024. At this time, you will be issued necessary personal protective equipment. Once complete, you will participate in a firefighter skills orientation camp.

## STAGE 6 – Probation

Paid on-call firefighters are considered probationary employees for 90 days, between Oct. 5, 2024 and Jan. 2, 2025.

During this time, you are expected to attend at least 60 per cent of all weekly training nights for your station and 30 per cent of emergency calls for your station.

- Calahoo and Redwater train weekly on Monday night.
- Bon Accord and Legal train weekly on Tuesday night.
- Namao trains weekly on Wednesday night.

## STAGE 7 – NFPA 1001 Level I course

For recruits who are not yet qualified to the NFPA 1001 Level I standard, you will start the course in January 2025.

This is a six-month course, running until June. It is conducted on select Tuesday and Thursday evenings, and on some weekends. You are expected to attend all scheduled classes. Failure to successfully complete this course could lead to dismissal from the fire department.



## About Sturgeon County Emergency Services

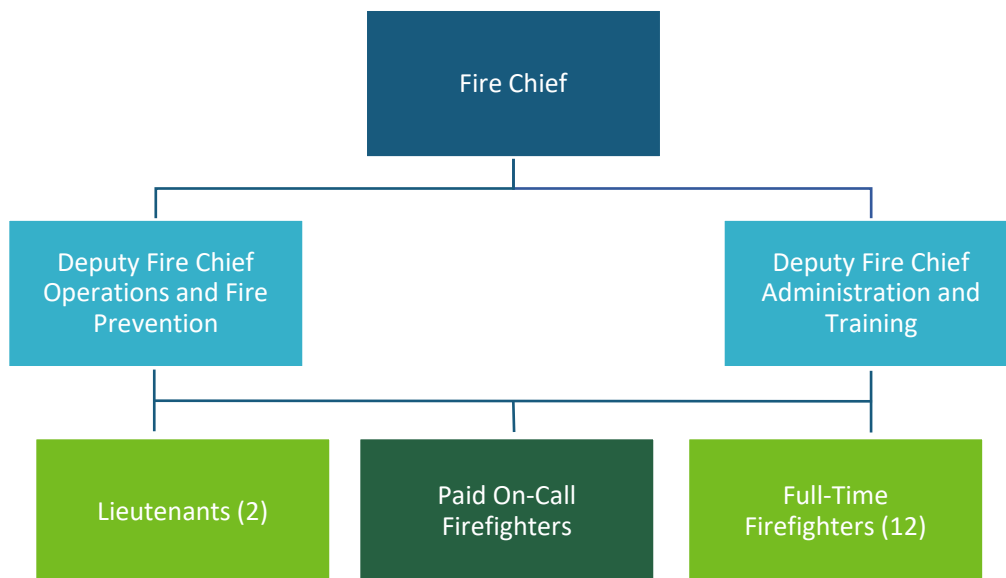
We rely on roughly 150 full-time and paid on-call firefighters to provide fire and rescue services throughout Sturgeon County. This team provides emergency response 24 hours per day in the County.

Firefighters respond from seven area fire stations, five of which are operated by Sturgeon County.

- Station 1 – Calahoo
- Station 2 – Morinville Fire Department (operated by the Town of Morinville)
- Station 3 – Legal
- Station 4 – Namao
- Station 5 – Bon Accord
- Station 6 – Gibbons Fire Department (operated by the Town of Gibbons)
- Station 7 – Redwater

We operate a firefighter training site south of Bon Accord off Highway 28. The training site is a critical asset that provides a venue for fire departments to conduct regular and speciality training year-round.

### Organizational Structure



### Apparatus

We have strategically placed fire apparatus in the seven fire stations in the County. This includes:

- Nine engines
- One aerial
- Six tenders
- Five rapids (brush trucks)
- Two rescue vehicles
- One support truck
- Two wildland trailers
- One dangerous goods trailer
- One command support trailer
- Four command vehicles
- Two snowmobiles
- Three quads
- Three utility terrain vehicles