



MEBANE FIRE DEPARTMENT

VOLUNTEER APPLICATION PROCESS

Thank you for your interest in joining the Mebane Fire Department! Below is some information on the application process, as well as what's expected of you as a Volunteer Firefighter with the Mebane Fire Department.

Getting Started with the Mebane Fire Department

To begin, the applicant must submit the standard Mebane Fire Department volunteer firefighter application to the department's administrative assistant located at Mebane Fire Station # 3, address 1469 Mebane Oaks Road. The following must accompany the application when submitted:

- Copy of the applicant's background check for the past 10 years (can be obtained at Clerk of Courts office)
- Copy of the applicant's driving record (obtained from Department of Motor Vehicles)
- Copy of the applicant's high school diploma or GED
- (If previous experience) Copy of the applicant's certificates and transcript from OSFM

Once the completed application is submitted, the applicant will be contacted by a member of the Membership Committee within 14 days to schedule an interview. This interview will be conducted as soon as practical by members of the department's Membership Committee.

What's next?

If the Membership Committee conditionally recommends you for membership, your application will be presented to the Department's Executive Board (comprised of the Department's Officers and other Members). Once approved by the Executive Board, your application will be presented to the General Membership of the Department. The Members will then vote on the application for Probationary Membership during a monthly Business Meeting. Each applicant must receive 2/3rds of the present Member votes to pass and become a Probationary Member.

If your application is not recommended for Membership, you will be notified by someone from the Department's Membership Committee or Executive Board. If not recommended for

Membership, you may resubmit your application after waiting two months. If resubmitted, you will follow the same process as outlined above.

Once accepted as a Probationary Member

If your application is accepted, you'll be notified by you will be notified by someone from the Department's Membership Committee or Executive Board. You will then become a Probationary Member of the Department. You will be issued your Department pager, badge and Personal Protective Equipment. You will be required to complete the following before you're allowed to participate in training or respond to any calls:

- Drug test
- Complete all necessary paperwork

What's expected of you as a Probationary Member

Once becoming a Probationary Member of the Department, your training and participation will begin. Your Probationary status will last for a period of twelve (12) months from the date you're accepted.

During this period, you'll be expected to attend business meetings (held once per month), training exercises (held 3-5 times per month) and respond to calls for service as required by Probationary Members.

Below is a guideline of what's expected of a Probationary Member:

- Business meetings – attend business meetings.
- Training exercises – attend training exercises. These exercises can include both training inside the department as well as other training classes and exercises offered outside of the department.
- Call response – respond to a minimum of 25% of the designated calls

You will also be expected to:

- Attend Mebane FD orientation for new members class
- Obtain your Hazardous Materials Responder Level 1 certificate before you are allowed to enter a "hot zone" on scene.
- Attend Basic Firefighting course
- Acquire NIMS 100, 200, 700, & 800 (Online classes)
- Begin taking classes towards obtaining your Firefighter Certification. These classes may be offered at MFD, and at other area fire departments or at other regional firefighter colleges and classes offered throughout the year.

If you are accepted for membership we expect you to:

- Respond to all fire responses as you are available
- Attend monthly business meetings
- Attend training and drill sessions
- Obtain a minimum of 48 training hours each year (24 hours must be with the Mebane FD)
- Take proper care for FD equipment and apparatus
- Be professional at all times, you are representing the Mebane FD

The Mebane FD will provide:

- Full personal protective equipment (firefighting pants, coat, boots, helmet, gloves, hood)
- Training
- Pager
- \$10.00 per fire call (reimbursed in July & December)
- Workers' Compensation
- NC Firefighter's and Rescue Workers' Pension Fund
- Life Insurance
- Membership with NC State Firefighters Association
- Membership with NC Association of Rescue and EMS

Please don't hesitate to contact a Member of the Department's Membership Committee or Executive Board if you have any questions. We look forward to speaking with you, and thank you again for your interest in the Mebane Fire Department!

John Wellons
Fire Chief, Mebane Fire Department