



Fire Corps Volunteer Application

Thank you for your interest in Spokane Valley Fire Department's Fire Corps volunteer program. Fire Corps enables community members to offer their time and talent to support firefighters in a non-emergency capacity. In return, Fire Corps members gain a greater understanding of fire and emergency services and become better prepared to handle their own emergencies as well as those of their friends, family and neighbors.

Fire Corps members commit to volunteer annually for at least one SVFD event and at least five Fire Corps meetings. The monthly meetings are held on the first Tuesday of each month from 7 – 9 pm at the SVFD Training Center. Meetings include ongoing training and education for Fire Corps members by SVFD firefighters.

Application Process:

1. Complete and sign the Fire Corps Volunteer Application form. Return the form with a copy of your driver's license or other government issued photo ID, as follows:
 - By mail: SVFD, Attn.: Battalion Chief Rob Proctor, 2120 N Wilbur, Spokane Valley, WA 99206
 - By email: Scan and send to proctorr@spokanevalleyfire.com (with copy of photo ID)
2. SVFD acknowledges receipt, reviews application and performs background check
3. SVFD notifies applicant by phone or email as to the decision made by the application team

Fire Corps Team Members:

- Must live or work within the Spokane Valley Fire Department service area
- Receive a Fire Corps team member ID card
- Receive two Fire Corps polo shirts and one Fire Corps coat to wear when performing volunteer duties
- Must maintain current First Aid, CPR and Blood Borne Pathogens cards and ensure a copy of each card is sent to the SVFD Fire Corps Administrator
- Receive training if the member does not have a current First Aid, CPR and Blood Borne Pathogens card
- Possess a valid driver's license when the team member is assigned to operate a vehicle when participating in any SVFD event, training or other authorized activity
- Provide an updated copy of current driver's license each year and notify SVFD in event of loss of licensing
- Adhere to all applicable traffic regulations during any event, training, or other authorized Fire Corps activity
- Prohibited from carrying firearms to any meeting, training, exercise or event while participating as a member of Fire Corps
- Prohibited from participating in any event, training, or other authorized activity while under the influence of or while using narcotics or any illegal controlled substance
- Must participate in at least one SVFD event and at least five Fire Corps meetings per year to gain training and experience
- Provide their services at will and may resign, or be terminated, without cause

SVFD Fire Corps Volunteer Application Form

PLEASE TYPE OR PRINT – FULLY ANSWER ALL QUESTIONS – USE INK ONLY

Name: _____
Last First Middle

Street Address: _____
Street City State Zip

If different than Street Address:

Mailing Address: _____
Street City State Zip

Email Address: _____

Phone: _____
Home Work Cell

Driver's License* No.: _____ State: _____

Date of Birth: _____ Gender: M/F _____

Physical Limitations (if any): _____

In Case of Emergency, Notify: _____

I certify that the information on this application is true and correct to my best knowledge and belief. I authorize Spokane Valley Fire Department to conduct a background investigation and drivers check. I accept the requirements set for volunteers of the Fire Corps program.

Signature: _____ Date: _____

*Attach a copy of your Driver's License

Be sure to complete the remaining portion of this application, indicating the tasks/duties that interest you.

SVFD Fire Corps Tasks and Duties:

Please indicate the Tasks/Duties that interest you by checking the circle or inserting your initials.

Task/Duty	Location	Needed Skills/Capabilities
Blood pressure checks <input type="radio"/>	Open Houses Love Your Heart @ Libraries Other special events*	Correct use of BP equipment Ability to interpret and communicate results Friendly, calm demeanor Seated position Hours vary: daytime or weekend
Greeter <input type="radio"/>	Open Houses Other Special Events*	Friendly, welcoming, positive demeanor Knowledge of event talking points, SVFD Ability to stand for longer periods of time Hours: typically weekend
Station Tours <input type="radio"/>	Open Houses	Friendly, welcoming demeanor Knowledge of event talking points Ability to stand for longer periods of time Hours: typically weekend
Distribute information and promo items <input type="radio"/>	Open Houses and Special Events*	Collate and assemble printed, promo items Friendly, welcoming demeanor Seated or standing position Hours: typically weekend
Assemble information and/or promo item packets <input type="radio"/>	Admin or Training Center	Collate and assemble materials for later distribution Hours: typically during daytime work hours
Demonstrations – CPR, AEDs, Extinguishers, Pulse Point <input type="radio"/>	Open Houses Other Special Events*	Ability to explain and demonstrate: CPR, AEDs, Pulse Point, Fire Extinguishers Clear communicator, Public speaking Ability to stand, deliver and demonstrate Hours vary: daytime or weekend
Translation <input type="radio"/>	Open Houses Other Special Events* Admin	Ability to translate between English and second language – Russian, Spanish, Other Clear, careful communicator Seated or standing position Hours vary: daytime or weekend
Organizing and cataloguing inventory <input type="radio"/>	Admin – Info Systems	Ability to organize electronic equipment Ability to accurately record equipment to prepare for auction Ability to stand, reach overhead, bend to floor, lift light to moderate weight items Hours: daytime
Unpacking electronic equipment <input type="radio"/>	Admin- Info systems	Ability to open boxes and remove new electronic equipment Ability to stand, reach overhead, bend to floor, lift light to moderate weight items Hours: daytime

Task/Duty	Location	Needed Skills/Capabilities
Note Taker / Educator <input type="radio"/>	Home Fire Safety Visits (Prevention)	Ability to explain and complete program documentation. Ability to answer basic questions about home fire safety. Ability to communicate clearly Hours: daytime
Installer <input type="radio"/>	Home Fire Safety Visits (Prevention)	Ability to climb ladders. Ability to use power screwdriver. Ability to stand, raise arms above head, and install smoke alarms on ceilings. Lifting: Lifting of ladder and supply bag required. Standing and climbing. Hours: daytime
Scheduler <input type="radio"/>	Admin – Prevention	Ability to use Microsoft Outlook calendar. Ability to communicate clearly on telephone. Ability to obtain required information and answer basic program questions. Sitting or standing okay. Hours: daytime
*Special Event Examples	Millwood Daze, Valleyfest, National Night Out, Farmers Markets (Not inclusive)	

SVFD USE ONLY: FIRE CORPS ADMINISTRATORS	
Receipt of application delivery: Signature:	Date
Applicant's Acceptance/Denial: Signature:	Date