



# LAS VEGAS FIRE EXPLORERS RECRUITMENT PACKET

MEMBER BOOK  
REQUIRED DOCUMENT 1  
PAGE 1 OF 3

## INTRODUCTION

The Las Vegas Fire Explorer program provides high school and college students ages 15-20 a volunteering opportunity to learn about a career as a Firefighter.

## OBJECTIVES

- Provide a clear understanding of all the responsibilities of today's firefighter.
- Provide career path advisement and information.
- Assist the community through volunteer community service work.
- Identify and perform the basic duties required of an entry-level firefighter.

## PROGRAM

The Program Advisor, under supervision of the Training Chief manages the Explorer program. The Las Vegas Fire Explorer program is designed to operate in an environment that promotes maximum internal management. Explorers are offered the opportunity to advance to leadership positions in which they will be allowed to develop interpersonal effectiveness and management skills. Meetings are conducted on scheduled Sundays from **6:30am to 12:00pm**. Each meeting will consist of classroom instruction covering a variety of subjects and a number of hands-on drills allowing exposure to fire equipment, suppression and rescue techniques.

## REQUIREMENTS

Must be a high school or college student ages 15-20. \*Applicants turning the age 21 during recruitment may continue. All members turning age 21 may continue only if they continue to pursue a fire service career. Applicants must attend the recruitment process, which are four consecutive Sundays. Applicants must pass the recruitment written test with a minimum of **75%** to continue in the Recruitment Process. Applicants must complete required documents given at first recruitment meeting. Must be completed by **third meeting**. Members pay the following costs: (+/- \$300.00 financial assistance available if qualified)

- Annual membership fee and personal protective equipment (PPE) rental fee of \$50.00.
- Alternate/Probationary uniform approx. \$80.00
- Fundamentals of Fire Fighter Skills textbook of \$85.95.
- Probationary/Explorer annual physical exam approx. \$50.00.

All members must have a health examination conducted annually by a licensed health care physician or practitioner. All members must have no arrest or conviction records for serious offenses or multiple minor offenses. All members must wear and maintain the required uniform/equipment for meetings and events. All members must maintain a clean-shaven appearance and good hygiene. Mustaches/goatees not allowed. Hair length/side burns shall not extend past the lower edge of the ear lobe. Hair may be pinned up to meet this standard. All members must remove any pierced jewelry prior to any meeting or event. All members must maintain a "C" average in all classes, and be in good conduct with their school. All members must attend meetings scheduled on Sundays from **6:30am to 12:00pm**. All members must assist with a minimum of six (6) events in an eight (8) meeting/event period. All members with a year in the program must pass the written/skills promotional test annually to continue in the program.

## DISCIPLINE

Discipline is applied in the following forms: infraction (mildest), demotion, dismissal and termination (most serious). Infractions are issued for attendance, events, performance and conduct. \*Only one (1) infraction can be issued for each infraction type in a one (1) meeting/event period.

Applicants and Members issued three (3) infractions in any one (1) infraction type or less than six (6) completed events during the eight (8) meeting/event period are demoted and placed one percent (1%) below the lowest recruitment or promotional percentage (%) in that Battalion. \*Battalion three (3) and four (4) members are dismissed. Dismissed members may return to the next recruitment only if they are between the ages 15-20.

Termination from the program shall occur for:

- Not following local, state and federal laws
- Not adhering to written safety policies
- Not being honest
- Having a negative impact on the fire service profession.

Terminated applicants and members may not return to the program.

\*A written Discipline Policy will be issued to all applicants and members to sign and keep in their member book.



## LAS VEGAS FIRE EXPLORERS RECRUITMENT PACKET

MEMBER BOOK  
REQUIRED DOCUMENT 1  
PAGE 2 OF 3

### **RECRUITMENT PROCESS**

Recruitment will occur as indicated on the website. [www.lasvegasfireexplorers.net](http://www.lasvegasfireexplorers.net)

**First meeting 1200-1400** (No dress code) **arriving after 1200 is termination from this recruitment process.**

Applicants must sign in on sign in sheet and have received the following required documents:

- Required document 1- **Recruitment Packet** (3 pages)
- Required document 2- **Approval of Parents or Guardians** (2 pages)
- Required document 3- **Fire Explorer Application** (1 page)
- Required document 4- **Insurance Authorization** (1 page)
- Required document 5- **Program Participation Agreement** (1 page)
- Required document 6- **LFL Health & Medical Record Form Part 3** (2 pages)
- Required document 7- **Boy Scouts of America Youth Application** (1 page)

\*A selected applicant (Battalion 4 Chief) will be in charge of all applicants during the recruitment process. Establish a *Battalion 4 Infraction Report* and distribute copies with phone numbers to all applicants.

The following must be completed and presented at the **third meeting** to continue recruitment process:

- Required documents 1-7 above. \*Applicants must make a copy of all completed forms for their Member Book.
- Separate 8 ½" x 11" copies of birth certificate, drivers license/ID, most current report card and diploma/GED.
- \$50 money order to: Las Vegas Fire Explorers. **Print your last & first name on the money orders.**
- **Proof of purchase** of *Fundamentals of Fire Fighter Skills* textbook dated within one week after first meeting.

**Second meeting 1200-1400** (No dress code)

A written test will be given on material found in this packet. Applicants must pass with a minimum of **75%**.

Applicants that pass will be scheduled for an interview and will receive a written receipt with their interview time.

**Third meeting 1200-1400** (Dress code: professional business attire)

Applicants must arrive at scheduled interview time and present the following in order and stapled:

- Required documents 1-7 above. \***Applicants must make a copy of all completed forms for their Member Book.**
- Separate 8 ½" x 11" copies of birth certificate, drivers license/ID, most current report card and diploma/GED.
- \$50 money order to: Las Vegas Fire Explorers. **Print your last & first name on the money orders.**
- **Proof of purchase** of *Fundamentals of Fire Fighter Skills* textbook dated within one week after first meeting.

**If any of the above is incomplete the applicant will be terminated from this recruitment process.**

After the interview, Applicants must remain at the meeting until all interviews are complete.

Applicants will have their written test and oral interview percentages averaged.

Ties will be determined by neatness and completion of required documents 1-7.

All applicants will receive their *Member Books* to place their copies of required documents into.

Applicants (B4) become Alternates (B3). Senior Alternates will fill Probationary positions (B2) as they occur.

\*The highest recruitment percentage score is assigned Battalion 4 Chief for the remainder of the meeting.

Prepare applicants for the following:

- Placement into Battalion 3 for next meeting. (Applicants become Alternates and are official members of the program)
- Explain accountability, buddy system, communication, chain of command, and span of control.
- *Member Book*, Required document 1- **Recruitment Packet**, training calendar and meeting outline.
- Tour of Fire Training Center and drill field.
- Issue any equipment. (rope, gloves, construction helmet and goggles)
- Drill field line up and classroom order.

**Fourth meeting 0630-1200** (Dress code: See Probationary/Alternate Uniform)

Terminate Battalion 4 and carry over member's infraction to appropriate Battalion Infraction Report.

All new members must have required uniform, *Member Book* and textbook.

### **BATALLIONS & POSITIONS**

Battalion 4 - Applicants that are participants in the recruitment process. (Non-member)

Battalion 3 - Alternate members waiting to receive issued personal protective equipment (PPE).

Battalion 2 - Probationary members with PPE.

Battalion 1 - Explorer members with PPE, minimum of 12 months in the program and passed the annual promotional test.



# LAS VEGAS FIRE EXPLORERS RECRUITMENT PACKET

## UNIFORMS & BOOKS

### **Alternate / Probationary**

Light grey Explorer t-shirt:  
Explorer Uniform locker \$10

Light grey Explorer sweatshirt: (Winter uniform not shown)  
Explorer Uniform locker \$15

Smooth belt plain / silver buckle:  
Shooters or Absolute Equipment +/- \$10-15

Navy blue pants:  
Shooters or Absolute Equipment (Red Cap) +/- \$15-20

Black steel toe boots: (\*Must maintain a polish)  
Wal-Mart +/- \$25-35  
Shooters or Absolute Equipment +/- \$125-150  
Work Boot Warehouse (Chippewa) +/- \$150-200

Boot zippers: (Optional not shown)  
Shooters or Absolute Equipment +/- \$10-15

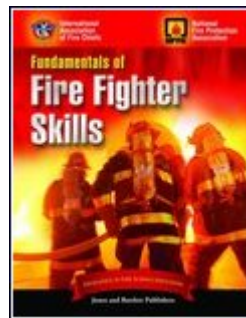
Small Pocket Sized Notepad  
Wal-Mart

Black Pen  
Wal-Mart

Water Bottle 16-20 oz  
Wal-Mart

Dark Blue PT shorts: (physical training shorts not shown)  
Explorer Uniform locker \$10

Textbook: (Required for all members)  
*Fundamentals of Fire Fighter Skills*  
ISBN-13: 9780763746285 **\$89.95 each. \$69.00+5 or more.**  
Order online [www.firefighter.jpup.com](http://www.firefighter.jpup.com) (2 weeks for shipping)



**ABSOLUTE EQUIPMENT (651-6693):** Ask for Rosie  
4310 Losee Rd. Suite #2  
North Las Vegas NV, 89030

**AMERICAN SHOOTERS (362-1223):**  
3440 S. Arville Street  
Las Vegas, Nevada, 89102

1212 N. Boulder Highway  
Henderson, Nevada, 89011

### **RECRUITMENT & MEETING LOCATION:**

Las Vegas Fire Training Center  
633 N. Mojave Rd.  
Las Vegas NV 89101

\*Park in east or south lots and enter south side doors.  
Current Explorers in charge of recruitments will guide you.

