

Rochester Fire Department

Explorer program

OPEN HOUSE

The Rochester Fire Department explorer post is hosting an open house for youth interested in the program.

We would like to invite you and your parents to see if you would be interested in our program.



Location:

The Rochester Fire Dept.
277 E. Second St.
Rochester, MI 48307
248.651.4470

When:

March 10th, 2010

Time:

6:30pm Meet and greet
7:00pm-9:00pm open house

If you are interested in this program please attend our open house or contact :

John Shepp with the
Rochester Fire Dept.
248.202.9852
John.Shepp.IV@Gmail.com



You will learn basic firefighting and EMS skills while working and training with Firefighters, EMTs, and Paramedics.

Requirements:

- 14-21 years of age
- Male or Female
- Passing GPA
- Parents signed approval
- No negative contact with Law Enforcement or school officials
- Pass a sports physical

Or contact:
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Rochester Fire Department Explorer program

The goal of the Fire Explorer Post is to provide knowledge and understanding to its members through training and working with certified Firefighters. The hope is to create a better relationship between the Fire Department and the youth of the community



The Department encourages enthusiastic, inquisitive and civic minded young adults who are willing to commit time and energy to the program. There is no pay for the explorers, but the experience and knowledge gained is unmatched.

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City of Rochester Fire Department

Guidelines for the purposed Fire Explorer post

.10 **PURPOSE**

The policy of the Rochester Fire Explorer Post is to give young adults with an interest in Fire and Rescue services a better understanding of these fields of service in the hope that they will further pursue this interest. The Post will give young adults an insight to these services and their related skills. Guest speakers and Fire Department personnel involvement will be included in the Post activities.

.20 **MISSION STATEMENT:**

The mission of the Fire Explorer Post is to further the knowledge and understanding of our members through training, and by providing insight into all phases of the fire service as a possible career field. We will create a better relationship between the Fire Department and the youth of the community.

.21 **New Applicants:**

The Department encourages enthusiastic, inquisitive and civic minded young adults who are willing to commit time and energy to the program. There is no pay for the explorers, but the experience and knowledge gained is unmatched.

- .21.1 Must be 13 to 21 years of age and have completed the 7th grade and have a 2.0 GPA or higher.
- .21.2 Parents signed approval.
- .21.3 No negative contact with any law enforcement agency or school officials.
- .21.4 Successful Background check.
- .21.5 Successful Pass Physical
- .21.6 Verify Vaccination for Hepatitis B
- .21.7 Positive Cadet Oral Board
- .21.8 Positive Advisors Oral Board

.22 **Advisory board:**

Advisory board shall consist of Post Advisor, Post Associate Advisor, Post Committee Members, and post Committee Chairman (Fire Chief). All advisory Board Members are appointed by the Fire Chief. Two members of the board must be present to conduct an advisory board meeting; one member must be the Advisor or Associate Advisor.

.23 **Advisors (Department Members)**

The advisor should be a positive influence on the Explorers. He/she needs to train, coach and inspire each Explorer toward their goals and show the post officers the path to successful leadership. Advisors need to pool all their resources to make the best of it. Advisors are responsible for post paperwork (i.e. applications, etc.) test administration, and training.

.24 **Post Advisor:**

- Oversee all meetings and functions involving the post.
- Conduct Advisor Board meetings on a regular basis.
- Act as a liaison on all matters concerning the post.
- Handle all advisor level paperwork.
- Work with Explorer Captain on training and activities.
- Delegate duties to Board members as necessary.

- Maintain Explorer post membership records.
- .24.1 **Associate Advisor:**
- Assist Post Advisor in all areas.
- .24.2 **Post Committee Member:**
- Assist the post by helping to supervise activities, ensuring safety and instructing in areas where certified and trained in.
- .24.3 **Explorer Officers and members:**
- The explorer post shall consist of 3 Officers. Maximum roster of 12 Explorers total. The Officers shall consist of a Captain, a Lieutenant, and a Sergeant. The Explorer officers are appointed by the Advisory Board.
- .24.4 **Explorer Captain:**
- Serves as a liaison with the Advisory Board.
 - Appoints persons for special duties and projects (i.e. car wash)
 - Conducts Explorer Post Officer meetings, and notifies Advisors of outcome.
 - Is in command of all post details and functions unless he/she appoints another.
 - Oversees operations of the other officers.
 - Works with the Advisory Board on training activities.
- .24.5 **Explorer Lieutenant :**
- Takes over in case of absence of Captain.
 - Directs recruiting and admission of new members.
 - Directs the activities of all special committees and functions under the Captain.
 - Attends any meetings related to the job.
- .24.6 **Explorer Sergeant :**
- Serves as financial officer
 - Maintains the financial records and monitors the post budget.
 - Attends any meetings related to the job.
- .24.7 **Probationary Explorer:**
- Successful completion of the application process. This Explorer is on three-month probation and must complete the required Explorer Cadet training. This Explorer responds to the station on all calls and does not respond on apparatus during emergencies.
- .24.8 **Explorer Cadet:**
- This Explorer has passed the three-month probation period.
 - Typically this Explorer is a minimum of 15 years old.
 - With the recommendation from Advisory Board and the approval of the Fire Chief to pre-determined calls.
 - Completed Explorer Probationary checklist.
 - This Explorer knows the location and use of all equipment and attends training.
 - Trained on department Rules and Regulations.
 - Trained on department SOG's.
 - Trained on bloodborne pathogens.
 - Has minimum level of CPR and basic first aid training.
 - This Explorer has basic knowledge and skills of a firefighter and that they understand their job.

- .31 It is intended that this be a positive experience for both Explorer and Department members.
- .32 Explorers are to conduct themselves within the Rules and Regulations, and the Standard Operating Guidelines (SOGs) of the Rochester Fire Department.
- .33 All non-Explorer members of the Rochester Fire Department are to conduct themselves in a professional manner in their dealings with Explorers.
- .34 As noted in the Rules and Regulations, while in the presence of Explorers, the use of foul language, gossip, or other activities that may embarrass other members is strictly prohibited.

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IMPLEMENTATION

- .41 Explorers must be equipped with personal protective equipment that is appropriate for the activity being done.
- .42 Explorers may not be substituted for trained personnel.
- .43 Explorers may be mobilized only as a post, with required leadership.
- .44 Explorers are not on call as individuals.
 - .44.1 Explorers who ride on apparatus or other department vehicles must be seated and wear a seat belt.
 - .44.2 Explorers may not drive department vehicles.
 - .44.3 Explorers may not climb aerial ladders.
 - .44.4 Explorers may not climb ground ladders that exceed 35 feet in length.
 - .44.5 Explorers may not enter or perform ventilation procedures on a burning structure.
- .45 Explorers may not operate powered hydraulic rescue tools or equipment.
- .46 Explorers may not operate acetylene-cutting torches.

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Response Protocol

- .51 All Explorers are to respond Code 2 to the fire station.
- .52 Explorers are not to be at the fire station later than 2200 hours. This rule does not apply when responding to fire calls on non-school evenings.
- .53 Explorers are not to respond to calls that involve domestic disputes, suicides or attempts at suicide, weapons, bomb threats, or other calls that the Fire Officer in charge may consider inappropriate.
- .54 Explorers are not to respond to mutual aid calls.
- .55 The Senior Fire Officer shall use their discretion and determine prior to emergency response if Explorers will be permitted to respond from the fire station.
- .56 Explorers are notified in advance the type of incidents they may respond to depending on their level of training. Explorers that respond with apparatus must have the Officers permission.

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On-Scene Protocol

- .61 Explorers are under the supervision of the Officer/ Advisor on scene, and shall follow their direction at all times.
- .62 Explorers are not to interact with the patient, family, or those present.
- .63 The Explorers when responding to an incident will remain in the apparatus unless instructed to do otherwise by a Fire Officer or Advisor. Explorers will not enter the fire line. The fire line is that area between the engine and the fire scene.
- .64 Explorers shall not respond to EMS calls unless they have received prior authorization from the Chief via the Advisor.
- .65 The Explorers are not permitted to enter a working fire scene under any circumstances.
- .66 The Explorers are not permitted to direct traffic at a fire scene unless such is authorized by a Fire Officer or Advisor.

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CHAIN OF COMMAND

Chain Of Command and seniority are widely used in the fire service. This structure is a series of executive positions in order of authority. It is also used to decide which members will attend special activities. Listed below is the Fire Department/Explorer Chain of Command:

Fire Chief
Fire Officers
Post Advisors
Fire Department Members, in order of hire (in absences of Officer).
Explorer Captain
Explorer Lieutenant
Explorer Sergeant
Explorer Members, in order of joining date.

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CODE OF CONDUCT

All Explorers will project a positive image. In order to achieve a positive image, Explorers will follow the following list as a Code of Conduct:

1. In order for meetings/activities to start on time, Explorers are required to arrive at the appropriate meeting location 15 minutes prior to the start time in order to prepare for activities to come.
2. Explorers should notify an Advisor if they will be absent or late. Failure to do so shall result in an unexcused absence. Three unexcused absences will result in disciplinary action, i.e. verbal, written, then suspension or termination.
3. Explorers will not engage in activities that are illegal, criminal, racist, sexist, or demeaning to any person, business, company, or association. Engagement in such activities, whether in association of the Explorer Post or not, may be cause for suspension or termination.
4. Explorers will not engage in any sexual conduct on fire department grounds or during Explorer meetings/activities.
5. Explorers will be clean, clean shaven, and have good hygiene.
6. Explorers will not have any visible piercings. i.e. earrings, nose rings, tongue studs, etc. The only exception to this rule is that female explorers are allowed to have their ears pierced once in each ear.
7. Explorers will not engage in activities outside their scope of training (No exceptions).

8. Explorers will not identify themselves as firefighters, and must present appropriate identification when requested to do so by appropriate authorities.
9. Explorers will not possess, use, or be under the influence of illicit drugs or alcohol at any time. Explorers will not possess or use tobacco products or paraphernalia on fire district premises at any time.
10. Explorers may not use or possess oscillating, flashing, or strobe lights of any color or sirens in their vehicles at any time. NO EXCEPTIONS.
11. Explorer Advisors and Committee Members will refrain from the consumption of tobacco products in the presence of explorers during meetings and activities.
12. Members of the Fire Explorer Post shall avoid behavior such as would tend to bring about criticism of the Department. Their conduct, whether off or on duty shall be such as to merit the respect and confidence of the people.
13. Fire Department Explorers shall diligently perform their duties with professional dignity.
14. Each Explorer shall perform his/her duty impartially, and be able to act on a moments notice.
15. Each Member of the Explorer Post must have a positive attitude, and be prepared by studying, training, and self-discipline to meet the responsibilities of the Fire Service. Self-confidence, so essential for accomplishment, comes from experience gained through the diligent selfless performance of duty.
16. Explorers will follow the chain of command, and respect their peers.
17. Explorers will not be critical of their peers and will be blind to the social classes and races of their peers.
18. Explorers are prohibited from the interior premises of the Rochester Fire Department facilities without authorized supervision. Offices are off limits.
19. Members of the post are prohibited from using any equipment owned by the Rochester Fire Department without authorized supervision.
20. Members of the post will not engage in any activities, whether at an Explorer function or not, that may discredit the Post or Rochester Fire Department.
21. Members of the post will not engage in disruptive or disorderly conduct.
22. Members of the post will not engage in activities above their level of training without authorized supervision.
23. The use of alcohol or drugs is strictly prohibited, unless prescribed by a physician.

24. All injuries must be reported immediately to an Advisor or Fire Department Command Officer in person or by phone.
25. Safety must be observed at all time. When in doubt, use common sense and adopt the safe course of action.
26. Explorers will not identify themselves as Firefighters or members of the Rochester Fire Dept. to the general public.
27. Violation of these rules and regulations or the policy of the Rochester Fire Department or Explorer Post may be cause for dismissal.