



820 Glacier Avenue, Juneau, AK 99801  
Telephone (907) 586-5322  
Fax (907) 586-8323

To All Volunteer Applicants:

Thank you for your interest in becoming a volunteer member of Capital City Fire/ Rescue (CCF/R). Enclosed you will find an application, information on the application process, and an information sheet on CCF/R which includes the requirements of a volunteer with CCF/R.

The first step to applying for a position of a volunteer is to complete the application packet, which includes the following:

1. **Information Sheet**
2. **Two letters of reference**
3. **Criminal Background check**—you can obtain this through the State of Alaska Records and Identification. You can attain this at the State Court House at 123 4th Street #69. Monday through Friday 8:00AM-12:00PM and 1:00PM-4:00PM
4. **Driving Record**—you can obtain this through the State of Alaska Division of Motor Vehicles. 465-4361 2760 Sherwood Ln. or at <http://online.dmv.alaska.gov/onlinedrivingrecords>
  - a. \*If you have lived in Alaska for less than 2 years, you must **also** get a driving record from the state from which you came.
5. **Information Release form**
6. Color copy of your **Driver's License**.

Please return the above items to the Juneau Fire Station at 820 Glacier Avenue.

### **Application Process:**

If you pass the **initial screening**, you will be contacted to come in for an interview. This interview will be similar to an informal job interview. If the selection committee approves your interview, you will be asked to fill out the second half of the application. Once that portion of the application is processed, you will be assigned a mentor and given the dates for the next **Orientation and EVOC** classes. Orientation will introduce you to CCF/R as well as comply with federal regulations for initial training you need to participate in. EVOC (Emergency Vehicle Orientation Class) is required before you can drive to any incident. If you miss either class, you will have to wait until the next evolution occurs.

If you have questions, please contact Assistant Chief Travis Mead at 586-0918.

Thank you.

# “Readiness, Dedication, Service”

With the above motto, Capital City Fire / Rescue (CCF/R) serves and protects our community from life and property threatening emergencies in a competent, professional manner.

Capital City Fire/Rescue was formed in 1994 after a city ordinance united the separate volunteer fire departments. CCF/R is a combination fire department, which means it has both paid and volunteer personnel. The volunteer personnel are assigned to mentors from the career stations. This ensures that we maintain volunteer involvement in all aspects of the department.

Our types of responses are varied. For firefighting, we respond to structure fires, vehicle fires, boat fires, wildland fires, and aircraft fires. We provide ambulance service within the City and Borough of Juneau. We also provide swift water, ice, rope, and trail rescue services as well as responding to hazardous materials incidents. Members of the volunteer staff can be firefighters, EMS personnel, part of a special or more than one.

The lowest level of firefighting training is scene support. These folks provide scene support for the firefighters at various incidents. New volunteers must reach this certification before they are able to respond to any fire incidents. The lowest level of EMS training we offer is ETT (Emergency Trauma Technician). The level of training one can receive from CCF/R builds up from there. Volunteering with CCF/R requires extensive training to obtain certificates and to keep up with the skills, knowledge, and abilities associated with those certificates. The requirements for annual training are for scene support or firefighter 50 hours per year; for ETT or EMT I is 24 hours per year; for an apparatus operator 9 hours per year; and special team members range from 12 to 24 hours per year. If you have more than one certificate, the hours are cumulative. For example, if you are a firefighter and an EMT I, you would be required to have 74 hours per year.

In order to meet these requirements, we offer several drills a month. For the firefighters and scene support, we hold drills on the second fourth and fifth Thursdays. For EMS personnel, we hold drills on the first and third Thursdays. For Special Teams, depending on what team you participate in, we hold drills on the second, third and fourth Tuesdays. All drills usually start at 7 pm. To meet the training requirements, you need to make most of the drills for your certification level. These drills also give you a chance to meet and work with other members of CCF/R. Lack of drill attendance can result in severance from the volunteer program.

Why do people go through all these requirements and training? Simply because most of them love what they do and what CCF/R has to offer. Both firefighting and EMS can be exciting, fast-paced, and action filled. Firefighting and EMS personnel live for challenges and any incident can provide both mental and physical challenges. If you have the time and commitment to volunteer, you will be rewarded with the opportunity to accomplish personal growth and to work with a team who is ready, dedicated, to providing excellent service.