

Hershey Volunteer Fire Department Junior Firefighter Program

Purpose and History

The Hershey Volunteer Fire Department was established in 1905 to provide fire protection services to the community. We are proud to be 100% volunteer. In 1998 a Junior firefighter program was established to develop youth with fire training and service. Being a Junior Firefighter is a rewarding way to learn skills used in firefighting and emergency medicine. Upon learning a minimum number of skills, juniors can and are expected to respond to emergency calls under the supervision of senior firefighters. The jobs a Junior firefighter frees up a qualified senior firefighter to perform other crucial tasks. Juniors will learn on the job and with proper training, be able to fight real fires. All training, uniforms, and protective equipment are provided at no cost.

Being a firefighter can be a dangerous job. Strict laws exist to protect minors from the most hazardous dangers. For example Junior firefighters will never enter a burning building or operate on top of a roof. The Hershey Fire Department takes safety very seriously and will not tolerate goofing off during training or real emergencies. It must also be recognized that during emergency conditions, a junior might be asked to complete a task prohibited by law. In this case, the junior member must take responsibility to alert the member asking to the fact it is prohibited. You should then report the request to command at the scene. Once back at the station, you should report the incident to a junior advisor so that follow up training can be provided to the crew. **YOU SHOULD NEVER INTENTIONALLY BREAK THE LAW, EVEN IN AN EMERGENCY SITUATION.**

The requirements to be a Junior firefighter are as follows. Junior firefighters must be at least 14 years old but not older than 18 years old. They must be able to follow directions under emergency conditions. They should be in good physical condition to perform essential fire ground tasks. Juniors should be willing and able to attend at least 50% of scheduled meetings (usually Monday nights). Other training's are optional but highly encouraged.

Junior firefighters need to be self-starters and be willing to learn. Juniors who regularly strive to learn more and be involved will be rewarded with increasing levels of responsibility and opportunities. Junior members who do not contribute to the department will be removed from active status to allow other juniors the opportunity.

The fire department is proud of its members. Junior members are expected to conduct themselves in a professional manner when representing the fire department. Talking about internal fire department activities including finances and other fire companies reduces the public trust and will be dealt with as needed.

We are happy to have you as a member of the Hershey Volunteer Fire Department. We look forward to some great training and your assistance during fire calls. Welcome.

Rules and Regulations

1. The Junior Fire Department will be directly supervised by the regular fire department line officers. A junior committee made up of members of the regular fire department, assigned by the 2nd Assistant Chief, to act as the "Junior Advisors".
2. The Junior Fire Department shall abide by all federal, state, and departmental rules and regulations.
3. All members of the Junior Fire Department shall meet the minimum standards and have at least two references checked before starting Junior status.
4. Junior members do not have voting privileges with the Fire company. They may attend meetings, but might be asked to leave the room before some votes.
5. The Hershey Volunteer Fire Department has established a limit of 12 junior positions, 4 of which are reserved for dependents of active fire crew. If more applications are received, candidates will be evaluated in order of when the application was received.
6. All juniors must complete the department Junior Orientation Program. This program includes department procedures, building policies, apparatus orientation, and command structure.

7. It must be recognized by all members of the fire department the rules and regulations that govern minors and their safety. Junior members are not permitted to participate in activities, which are prohibited. Junior members must recognize when they have been asked to do something not appropriate and report it to the requesting firefighter or officer.
8. All junior members must sign in and sign out of the junior time log sheet at the station every time they enter the building. **NO EXCEPTIONS!**
9. Only officers may talk to the media. You will refer all questions regarding the fire department to the most senior officer on the scene or the Fire Chief. You are expected to represent the fire department in a positive manner. It is not appropriate to discuss internal matters of the department or talk negatively about other departments.
10. The station has a gym, TV and other recreational areas you are free to use. Your immediate family members who are at least 12 years old can use the gym. DO NOT bring your friends to hang around the firehouse. An occasional, small group tour is permitted.
11. Any injuries occurring during training or a fire call are covered by worker compensation insurance. All injuries must be reported to the senior officer as soon as practical for documentation and treatment.
12. Alcohol is permitted on fire department property twice a year (summer picnic and Christmas party) for members over 21 years old. Members under 21 will not be permitted to drink. Any member consuming alcohol is not permitted to respond to calls until they are physically and mentally to perform at 100%. Extra alcohol is removed from the property immediately after the party.
13. Do not respond to calls or come to the station if you are sick or are under the influence of medication, drugs or alcohol.

HOURS OF OPERATIONS AGES 14-15

The following are guidelines to hours of fire calls. The hours specified by the work permit or parents always supersede the hours listed below. Training and hanging out at the station do not count towards these hours.

At anytime: Maximum 6 days per week, 30 minute meal period required after 4 hours. Weeks begins on Monday at 6 am.

During School Term: No activity while school is in session.

No activity between 7PM (10PM with note) and 7AM

May attend training and meetings after 7pm but must be out of the station by 10PM.

Maximum of: 18 hours per school week (Monday thru Friday)

3 hours on school days

Plus 8 hours total for Saturday and/or Sunday

Plus 8 hours on any other school holiday

During Vacations: No activity from 10PM and 7AM

Maximum of: 40 hours per week

8 hours per day

HOURS OF OPERATIONS AGES 16-17

At anytime: Maximum 6 days per week, 30 minute meal period required after 4 hours. Weeks begins on Monday at 6 am.

During school term: No activity while school is in session.

No calls between midnight and 6am.

No calls between 1 AM and 6 AM on weekends and holidays.

Calls answered before the deadline MAY continue to serve the call, but they may not answer any new calls that come in after the deadline.

Maximum of: 28 hours per school week (Monday thru Friday)

8 hours on Saturday

8 hours on Sunday

Maximum daily hours cannot exceed 8 hours per day.

During Vacation: No restrictions during vacation.

Maximum of: 44 hours per week

8 hours per day

DRIVING PERSONAL VEHICLES

1. Only 16 and older that have a valid Pennsylvania driver's license may drive personal vehicles to the fire station.
2. All juniors must report to the station for all calls. If all apparatus have responded when you arrive at the station, juniors are to stand-by at the station until either a senior member of Hershey Fire Department drives them to the scene or wait until the department returns from the call to assist in clean-up. Juniors are not permitted to run calls with any standby companies.

UNDER NO CIRCUMSTANCES ARE JUNIORS TO GO DIRECTLY TO THE SCENE!!! The public might pressure you as a firefighter into entering a burning building or putting you in danger.

3. At no time is a junior member permitted to use a blue light, hazards lights, honk horn or use any other warning system while in route to the station.
4. All speed limits and traffic laws are to be strictly followed while responding to a call.
5. The Hershey Fire Department is in no way responsible or liable for any moving violations or accidents while enroute to or from the station for a call or training.
6. Failure to abide by these rules will result in a suspension of at least 30 days and possible expulsion from the Fire Department.

RESPONDING TO CALLS ON APPARATUS

1. Junior member must be in good standing with the Department. Earn Level I or higher. Attend at least 50% of scheduled meetings or training's. Exceptions are allowed with the prior approval of a Junior Advisor.
2. Junior firefighters shall don full protective bunker gear before boarding any piece of fire apparatus that is responding to a call. Juniors shall wear full protective turnout gear to all calls unless otherwise instructed by an officer.
3. Junior firefighter will obtain verbal permission from the officer or senior member in charge of an apparatus before boarding an apparatus. The officer or senior member must be willing and able to supervise the junior firefighter at all times.
4. Place one accountability tag on the ring on the apparatus you are boarding. The second tag is used when entering a structure or other area where accountability is required.
5. Junior firefighters, in reverse seniority, shall give up their seat to any senior firefighter upon request. No questions or arguing, just get off the piece and wait for the next unit going to the scene.
6. When riding a piece of apparatus, junior firefighters shall position themselves in a seat with a seat belt in place a securely fastened. Under no circumstances will a junior stand up on an apparatus while responding to calls.
7. Junior firefighters shall remain in the apparatus until given instructions by the officer. If no instructions are given to you, tell the apparatus operator you are reporting to Command. Check in with the Incident Commander and wait for instructions.
8. All instructions of the officer must be followed exactly. If you are not sure what you are doing or have been assigned something you are not permitted to do, say so right away so the assignment can be completed by someone else.
9. Junior firefighters shall at not time start, attempt to start, or move any piece of fire apparatus (including special unit).
10. Upon returning to the station, assist in clean up, store your gear for the next call and sign the logbook. Make sure to also fill out the time sheet report.

MOTOR VEHICLE ACCIDENTS

Junior firefighters (14 or 15 yr.) are prohibited from responding or assisting (fire or medical duties) to any accident on a public roadway. Juniors (any age) are not permitted to perform any traffic control duties. Juniors 16 and older may assist in vehicle rescue if they are appropriately trained and supervised.

EMERGENCY MEDICAL CARE TO VICTIMS

Juniors may provide emergency medical care to victims of emergencies under the following conditions with supervision by an authorized member over 21 years of age.

1. Must have complete training in CPR.
2. Must have completed training in basic First Aid, First Responder or EMT.

PROHIBITED ACTIVITIES BY LAW

The law specifically prohibits members under the age of 18 of an emergency service organization from participating in the following activities:

- * Operating an aerial ladder/platform or hydraulic jack.
- * Operating various types of power driven saws and shears.
- * Using rubber electric gloves, insulated wire cutters, life nets, or acetylene cutting torches.
- * Operating the pumps of any fire vehicle at the scene of a fire.
- * Driving a fire truck, ambulance or any other emergency vehicle.
- * Entering a burning structure.
- * Operating high-pressure hose lines (water, air or hydraulic), except training.
- * Ascending ladders, except training.
- * Operate any water rescue boat or vessel.
- * Operate any aerial device (cranes or hoists), non-automatic elevators, and air bags for lifting or winches.
- * Perform operations in tunnels, shafts or trenches (greater than 4 feet deep).
- * Participate in emergencies at explosives or fireworks plants, retailers or in support of public safety for a public display.
- * Emergency operations in or around mines, strip-mines or quarries.
- * Participate in operations with incidents involving paint, acid or poisons.
- * Participate in operations involving radioactive substances.
- * Roof top ventilation or any work on top of a roof.
- * Wrecking or demolition including use of acetylene torches, cutting or crushing equipment, or respond to structural collapse incidents.
- * Entry into a hazardous atmosphere. (including training)

PERMITTED ACTIVITIES

Minors 14 & 15 years old

- * Participate in organized training activities in which an adult member of the organization is present and supervising the junior member.
- * All aspects of fire suppression training except interior live fire extinguishment.
- * Rescue training
- * Water supply training
- * Hazardous material training except entry using Level A and B personnel protection equipment.
- * Safety training
- * Wild land firefighting and Wilderness Search and Rescue training.

- * First Aid assistance with direct supervision if trained.
- * Clean up with the following conditions:
 - * Must be outside the fire building collapse zone.
 - * Only after the incident is declared under control by Command.
 - * Must be "on air" if working in a fire area.
- * Provide canteen service.
- * Participate in support capacity for searches, rescues, wild fires, hazmat incidents and water supply operations.

Minors 16 & 17

May participate in actual fire suppression activities under the following conditions:

- * Must have completed a course of training equal to standards of basic firefighting established by the Department of Education. Essentials of Firefighting Module I is minimum.
- * The member must be under the direct supervision and control of the fire chief or a trained experienced officer over 21 years of age. Direct supervision means that the officer must be within speaking and touching distance of the junior member.

Examples of what Junior members can accomplish

- * Attacking the fire with hose lines as part of exterior operations.
- * Setting ladders.
- * Setting up Positive Pressure Ventilation as part of exterior operations.
- * Salvage operations
- * Establishing water supply
- * Assisting at vehicle extrication and other types of rescues.

LEVELS

Training is very important part of being a firefighter. All Fire and EMS related training is paid for by the Hershey Fire Department Relief Association. Prior approval is required by filling out a training request form and having it approved by the proper Relief members. You are encouraged to take as much training as you are able.

Probation

During the probation period, the new member will have no junior voting privileges and may not respond to calls except during training. Probationary members may not attend concerts at Hershey park as fire crew. You may attend other special events such as banquets and picnics. Probationary members will be issued bunker gear and safety glasses.

Requirements:

1. Complete 3 months service

2. Attend 50% of all scheduled meetings
3. Have an understanding of the Hershey Fire Department Operations and apparatus. Accountability, command structure, Personal Protective Equipment, Safety and hydrant operations.
4. Be recommended by Junior Advisors and approved by the Junior Chairman.

Failure to complete the probationary requirements will result in a one-time extension of the probationary period. Continued failure to complete the probationary requirements will result in loss of membership. If this happens, a new application must be resubmitted.

Level I

1. Complete probation requirements.
2. Successfully complete Fire Operations Module A or equivalent.
3. Be recommended by Junior Advisors and approved by the Junior Chairman.

Upon earning Level I, Junior member will be presented a Company 48 t-shirt, be allowed to attend concerts and obtain a dress uniform. Junior member Level I or higher may respond to emergency calls and ride apparatus provided they meet the minimum training attendance.

Level II

1. Complete Level I requirements.
2. Hold a valid CPR and Basic First Aid or higher card. Demonstrate your ability to perform first aid commonly used at an auto accident.
3. Complete any approved fire related course.
4. Be recommended by Junior Advisors and approved by the Junior Chairman.

Upon earning Level II, Junior member will be presented with a Company 48 job sweat.

Level III

1. Complete Level II requirements.
2. Be at least 16 years of age.
3. Complete Fire Operations Module B or equivalent.
4. Be recommended by Junior Chairman and approved by the Chief.

Upon earning Level III, Junior member will be recognized with a yellow stripe running the length of the orange helmet to designate their ability to fight fire. Level III may participate in actual exterior fire suppression and related fire activities as specified above with direct supervision.

OFFICERS

The Hershey Fire Chief will designate a line officer to the position of Junior Chairman to supervise the Junior Fire Department program. The Chairman will designate Junior Advisors as needed to carry out the responsibilities of the program.

Two officers (Captain and Lieutenant) will be elected by the members of the Junior program. Additional officer positions can be created and/or eliminated by the Junior Chairman as needed.

To hold an officer position, a member must be active and in good standing for at least six months and complete officer training. Officers must be willing to provide additional hours to complete the duties of the position. Candidates must be approved by a Junior Advisor to run for a position.

Elections are held during regularly scheduled meetings with no less than 50% of the voting junior members present. Votes are cast by secret ballot. Members are elected by a simple majority vote. Tie votes will result in a run-off vote of the tied candidates. Elections should be held at least once a year or at the discretion of the Junior Chairman. At least one week written notice should be posted before elections. If possible, phone calls will be made to give notice.

DUTIES OF OFFICERS

Junior officers are designated with a white stripe running the length of the helmet along the top.

Junior Captain will be the ranking Junior member. The Captain will be in charge of all Junior events, meetings and functions. The Captain will conduct the business meetings; supervise duties of other Junior officers. The Captain will coordinate recruiting and recognition of Junior Members. At an emergency incident with multiple Junior members, the Junior Captain will report to Command as a representative of all juniors on the scene.

Junior Lieutenant will be responsible for records for attendance and training. The Lieutenant will fill the duties of the Captain in their absence. Recording any minutes and correspondence. The Lt. will provide a summary report of junior activity each month to be presented at the Hershey Fire Department company monthly meeting (include any change in numbers of junior members, awards, training completed, etc.)