



26 N. Center Street, Rexburg, ID 83440 • (208) 359-3010

Dear Prospective Applicant,

Thank you for your interest in Madison Fire Department. We rely heavily upon people like you to assist the community in times of need. The fire and EMS service is not for everyone. It is physically demanding, mentally challenging and time consuming—but very rewarding. By its nature, our department has a great deal of camaraderie where friendships will be made and last a lifetime.

This information has been developed for the men and women who have an interest in becoming responders with Madison Fire Department. Making a commitment to serve as a responder of the department is a serious decision—I ask that you take the time to read this information, get the facts, and find out what is involved before submitting an application.

The following pages contain information about Madison Fire Department and how it's organized, along with answers to typical questions raised by prospective applicants. While the following will not answer all of your questions, it will provide you with helpful information for deciding whether applying to work as a responder with Madison Fire Department is the right decision for you.

Further information can be obtained by contacting myself or anyone at the department.

Sincerely,

Corey R. Child
Chief

Our Goal, Our Mission, Our Purpose

To Maintain a State of Readiness in: Our People, Our
Equipment, Operational Accuracy, and
Administration

Our Core Values

Integrity, Honor, Pride and Courage

Madison Fire Department

STAFFING

Madison Fire Department is a combination department made up of full-time shift personnel along with several classifications of non-full-time responders who serve all of Madison County.

Full-Time Shift

Full-Time Shift Coverage

Part-Time Shift

Paid Call Dual Certification

Paid Call Single Certification

Full-Time Shift

There are three shifts for the 21 Full-Time employees, seven on each shift: A Shift, B Shift and C Shift. Each shift works 48 hours on (starting at 0700 hours) and 96 hours off. Each day we also have two 12-hour DAY and two 12-hour NIGHT Part-Time Shift employees to be the eighth and ninth people on the shift.

Full-Time Shift Coverage

Our Full-Time Shift Coverage personnel are dual certified, are IFSAC Driver/Operator or Paramedic, have generally been with the department for a while, and cover shifts for the Full-Timers as needed.

Part-Time Shift

Our Part-Time Shift personnel are dual certified and have generally advanced within MFD from being a Paid Call Single Cert to a Paid Call Dual Cert, and then becoming eligible for Part-Time Shift Coverage (promotion position).

There are 24 Part-Time Shift employees, and each is assigned to one of the three shifts. Because there are two full days in each Full-Time shift's work rotation, the Part-Time Shift employees are assigned to either the first day or the second day, and to work either the day shift or the night shift. Day shift is 0700 to 1900, and night shift is 1900 to 0700 the following morning. Each Part-Time Shift employee works one 12-hour shift every six days, corresponding with the Full-Time shift rotation.

Paid Call Dual Cert

Paid Call Dual Cert (number of personnel varies based on needs)

- this is someone who has dual certification as both an EMT and as a Structure/Wildland Firefighter

Paid Call Single Cert

Paid Call Single Cert (number of personnel varies based on needs)

- this is our entry-level Paid Call position, and is someone who already has a single certification, either as an EMT or as a Structure/Wildland Firefighter
 - EMT: this means already having an NREMT license
 - Structure/Wildland Firefighter: this means already having Hazardous Materials Awareness & Operations certification, Firefighter I certification, and NWCG FFT2 basic wildland firefighter certification
- All Paid Call Single Cert employees are required to become dual-certified by taking the classes we provide (at no cost) and in the time frame we specify

Paid Call Single Cert and Dual Cert have opportunities to come in for Minimum Staffing and All Call staffing requests (and go on incidents as needed), to go on discipline-specific event standbys (football games, rodeos, fireworks, etc.), to fulfill event requests (station tours, teaching basic fire safety and first aid, etc.), and to fulfill emergency staffing requests for Part-Time Shift spots if needed.

STATIONS

There are three stations in Madison County.

- Station 1
 - located at 26 N. Center Street in Rexburg
- Station 2
 - located at 7918 S. 400 W. in the south end of Madison County, in the townsite of Archer
- Station 3
 - located at 110 N. Railroad Ave. in Sugar City

Station 1 is manned 24 hours a day, seven days a week to respond to all calls for all of Madison County. Stations 2 & 3 have apparatus that personnel can get apparatus from if incidents are located close to those specific station areas.

OVERSIGHT

The Chief reports directly to an Emergency Services Board consisting of a County Ambulance District Commissioner, a County Fire Protection District Commissioner, a Rexburg City Council member, and the Medical Director. The department is guided by the Chief and a Deputy Chief.

DEMOGRAPHICS AND RESPONSE

Madison Fire Department is comprised of three entities doing business as Madison Fire Department: Madison County Ambulance District, Madison County Fire Protection District, and City of Rexburg Fire Department.

Madison Fire Department renders Fire and Emergency Medical Service to all of Madison County, Idaho. Madison County has a population of 53,000 people and comprises 473 square miles.

The department responds to more than 3,000 calls per year ranging from all types of medical calls, structure fires, brush fires, vehicle fires, vehicle accidents, and good intent calls. Approximately 2,400 of those calls are medical, while the rest are fire-related incidents.

During the wildland fire season in the summer months, the department also has an agreement with Idaho Department of Lands to send fire/EMS personnel and apparatus to fight wildland fires throughout Idaho and in other western states.

QUESTIONS MOST OFTEN ASKED BY PROSPECTIVE APPLICANTS

Q. Do I have to have any certifications to be an emergency responder for Madison Fire Department?

A. Yes. For EMS, a national EMT license or higher (NREMT) is required to be considered for employment. For Fire, three (3) certifications are required to be considered for employment: IFSAC HazMat Awareness & Operations and IFSAC Firefighter I (structure firefighter), and also NWCG FFT2 (wildland firefighter).

Q. Will Madison Fire Department provide training for someone wanting to be an emergency responder who doesn't currently have any certifications?

A. Madison Fire Department's education arm (Emergency Services National Academy, ESNA) offers multiple classes each year. To register for classes, please go to: <https://esnlearning.com/>

Q. When does Madison Fire Department hire non-full-time responders?

A. Depending on our needs, we generally do hiring in the Fall and in the Spring. You're welcome to submit an application at any time, and we'll hold it until we do our next hiring group.

Q. How much are new hires paid?

A. All new hires are paid \$14.30/hour to start out. After completing credentialing, the pay rate increases to \$17.60/hour for Paid Call Single Cert EMT (\$16.50 for Paid Call Single Cert Firefighter). Upon becoming Paid Call Dual Cert, pay increases to \$19.80/hour. Paramedics make an additional \$2.00/hour. Pay also increases as employees obtain additional certifications.

Q. What time commitment is required to work as an entry-level Paid Call employee?

A. As there are no scheduled shifts for entry-level Paid Call employees, there is no set time commitment. Paid Call employees are expected to fulfill minimum training requirements (usually weekly, or every other week), and come in for Minimum Staffing and All Call staffing requests as they are able. They also have the opportunity to do event standbys, fulfill event requests, and fulfill emergency staffing requests for Part-Time Shift Coverage if needed. Participation in these things is employee-dependent given each employee's personal circumstances, but responsiveness and activity level will be a basis for advancement opportunities within the department.

Q. If I have prior training and experience, will it count towards MFD requirements?

A. If hired, your participation in our credentialing process will be required regardless of your previous level of training. This assures that you are current on all skills and are trained to our department's specific operating standards.

Q. Do I need to pass a medical physical examination?

A. A doctor's physical exam is not required prior to being hired or to remain at the department, but you are strongly advised to check with your doctor to ensure that you will be able to participate at the level of activity that you will be expected to perform as a Paid Call employee. A drug and alcohol test is required prior to employment. There is also random testing done for everyone at the department.

Q. Are there physical fitness requirements?

A. Each employee must pass two physical fitness tests: 1) the physical agility test, which is a series of job-related exercises that must be completed in 14 minutes and 30 seconds, and 2) the Work Capacity Test (Pack Test), which is walking three miles in 45 minutes, carrying a 45-lb. pack.

Q. Do men and women have the same requirements for employment?

A. Yes, an emergency does not vary based on the gender of the emergency responder. Training and other standards have been based on performance requirements and do not vary. This helps to ensure a consistent level of performance expectations. MFD is an equal opportunity employer.

Q. Who provides insurance coverage for my activities as a Paid Call employee?

A. Paid Call personnel are covered under Workers' Compensation through the State of Idaho for injuries incurred while working as a Paid Call employee. In addition to this, the department provides a group insurance policy for all personnel, free of cost, for coverage

for accidents, accidental death and dismemberment, and also life insurance. Each member is advised to maintain accident and liability insurance for personal vehicles they may rarely use to respond to an emergency scene.

Q. I really want to be a dual-certified responder for MFD and work shifts once or twice a week. How long will it take to get to that point?

A. If you don't have any certifications, then you would need to first get the required certifications for either EMT or Firefighter. Depending on which discipline you pursue first, this will take anywhere from four months (EMT) to seven months (Firefighter). Assuming you apply with a single certification and get hired, then you can pursue being a Paid Call Dual Cert employee. Becoming a Part-Time Shift Coverage employee is dependent on being promoted, and also on openings becoming available. We've had some employees achieve this as quickly as one year from their date of hire. This is highly dependent on your motivation and availability for pursuing this.

Q. Will being a Paid Call employee give me any preference in being hired as a Full-Time shift employee if a position is available?

A. While no hiring preference is given, serving as a dual-certified Paid Call employee (both fire and EMS) will give you the opportunity to gain valuable training and experience. This background will enhance your ability to be competitive during any selection process for a career employee in any department. Most of our full-time employees started out at MFD as Paid Call employees who worked hard and positioned themselves as candidates for full-time hire (by putting in the time necessary to acquire additional certifications and experience).