

Marlow Volunteer Fire Department

1019 Oliver Springs Highway
Clinton, TN 37716

phone 865.435.1050
marlowvfd@gmail.com

Dear Prospective Firefighter,

Thank you for your interest in joining our department!

Those of us who volunteer for the Marlow Volunteer Fire Department are dedicated to protecting and preserving the safety of your family and your property. Although we are a volunteer organization, we take pride in serving our community, in being a part of a team, and in doing an excellent and professional job in everything we do.

The following pages provide a brief overview of our department and tell you a bit about who we are, what we do, how we do it, and how you can help. An application to become a firefighter is included.

We are grateful for the support our community has shown us in the past. We appreciate you taking the time to learn about our department, and hope you will give serious consideration in joining us. If you have any questions or would like to discuss becoming a member, please call me. I look forward to hearing from you!

Sincerely,

Stephanie Fox
Fire Chief

Prospective Member Information

The Marlow Volunteer Fire Department welcomes you as a prospective member!

Because it takes all types of people doing a variety of things to run a fire department, our members fall into two basic categories: those who fight fires and those who provide "behind the scenes" support. Both are equally important. We can't fight fires without trained firefighters, and we can't stay in the business of fighting fires without someone to order equipment, pay the bills, maintain our stations and equipment, and handle the paperwork.

Whatever your background, experience, age, or gender, we have a job for you!

All members are expected to attend monthly membership meetings on the second Monday of each month, and to participate in department sponsored activities. Additionally, firefighters are required to attend training meetings twice a month which are held on the first and third Mondays of the month. Please see the enclosed "Who We Are" page for a look at the number of hours our members contribute each month.

A minimum three month probationary period before being voted full membership status allows you a chance to determine your commitment of time to the department, and gives us an opportunity to evaluate your willingness to be a team player. For insurance purposes, and to protect the integrity of the department, the membership application includes a form that you will need to take to the Anderson County Detention Facility to obtain you're driving and criminal records. This completed form should be returned to the fire department with your application.

Please read on if you are interested in becoming a firefighter in our department. Included in this packet is information about becoming a firefighter with our department. If you decide you want to be a support member there is a separate packet with that information.

Prospective Firefighters

Becoming a Firefighter/First Responder

No matter how many times we do it, responding emergency traffic is always an adrenaline rush! Knowing that we're providing assistance to our neighbors makes every minute of all the hours we give worthwhile. When you join our department to become a firefighter, here's what you can expect.

Training

Firefighters - Our Training Officer provides three-hour training sessions twice a month on the first and third Mondays of the month, usually held at our station, but occasionally held locally off-site to offer drill tower, obstacle course, hazardous materials, and other specialized training. Members are also encouraged to improve their knowledge and capabilities through outside training courses. Nominal tuition expenses charged to members by state-sponsored courses such as Basic Firefighter I & II are approved in advance by the membership for reimbursement upon successful completion of the course. Costs for tuition, lodging, meals, and gasoline to attend the state fire school in Murfreesboro for Basic Firefighting III must be approved in advance by the membership, and are awarded as funds permit. We abide by a new federal requirement that anyone responding to an emergency scene must have completed National Incident Management System (NIMS) training (web-based course and examination).

First Responders - When someone in our community is ill or hurt, our First Responders are often the first to arrive. Members interested in learning to assist the ambulance service in administering emergency medical care are provided free training. The training to obtain your First Responder license lasts approximately two months, and is hosted by the ambulance service. The class is held at no cost to you and the ambulance service will reimburse the state testing fee upon completion of certification. Required refresher courses are provided at no cost.

Communication Equipment

Each member who responds to emergency calls is provided with a department paid cell phone for immediate notification of type and location of each emergency call, via a group page. A voice pager and portable radio are also provided, as available to emergency responders.

Turnout Gear

Protective clothing (turnout gear) is provided by the department to members who have received adequate training, and have shown a high level of participation and response to calls. Members are required to sign an acknowledgement of gear issued, and are responsible for the care of such.

Insurance

Each member of the department is covered by Worker's Compensation insurance, which provides medical benefits for official response related illness or injury.

Need for Commitment

Being a firefighter requires dedication, some sacrifice, and a commitment to accept responsibility for the lives and safety of the public, your fellow firefighters, and yourself. Fire calls almost always occur at inconvenient times. The department has a responsibility to respond with sufficient strength at all times, and firefighters are expected to respond when summoned unless they are sick, at work, or out of town.

Pride and Satisfaction

When a volunteer firefighter says you'll feel a tremendous sense of pride and satisfaction in knowing you've helped save a neighbor's house, found a lost child, or rescued someone trapped in a car accident, believe it! Why else would anyone choose to jump up from the table in the middle of dinner or crawl out of a warm bed? We're not crazy – just volunteers who feel that pride and satisfaction!

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Firefighter Membership Application

Name: _____
Address: _____
Telephone: (Home) _____ (Cell) _____ (Work) _____
Email Address: _____
Birthdate: _____ Social Security Number: _____
Driver's License: State Issued _____ DL# _____ Expiration _____

Employer: _____
Address: _____ Work Hours: _____ to _____
City: _____

I can volunteer: ___ Weekdays ___ Evenings ___ Weekends

I am available for: ___ Monthly Membership Meetings (2nd Monday of each month)
 ___ Training (1st and 3rd Monday of each month)

I currently hold: ___ CPR Certification Expiration Date _____
 ___ First Responder Certification Expiration Date _____
 ___ EMT Certification Expiration Date _____
 ___ Type B Driver's License

Previous firefighting/emergency response experience: _____

Experience driving large trucks: _____

Character References:

| | |
|---------------------|---------------------|
| Name: _____ | Name: _____ |
| Address: _____ | Address: _____ |
| City/State: _____ | City/State: _____ |
| Phone: _____ | Phone: _____ |
| Relationship: _____ | Relationship: _____ |

With this application please include a copy of your resume.

Signature: _____ Date: _____

For Department Use Only:

Date Eligible as Active Member: _____ Date Voted Active: _____
Date Became Inactive Member: _____ Reason: _____
Date Equipment Returned: _____

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POLICE RECORD RELEASE AUTHORIZATION

I, _____, do hereby authorize you to release any and all records about me to the Anderson County Volunteer Fire Department - Marlow Unit, for the purpose of consideration for membership.

Personal Information:

Full Name: _____

Aliases: _____

D.O.B.: _____

SSN: _____

Current Address: _____

City, State, Zipcode: _____

Phone Number: _____

Signature _____ Date _____

Receiving Law Enforcement Agency:

Please list below any record/records of conviction you have on file for the above named individual. Please list dates of convictions, crime, and sentencing.

Information Recorded By: _____

Please return this form and any attachments (if applicable) to the Marlow Volunteer Fire Department.

MVFD Required Training for All Responders

By federal mandate, all responders who are on an emergency scene in any capacity must complete the following courses within one year of beginning service:

Introduction to Incident Command System IS-100
National Incident Management System (NIMS) IS-700

These courses are available online at: <http://training.fema.gov/EMIWeb/IS/crslist.asp>

Tips for taking these courses:

1. Take IS-100 first. Do **not** take IS-100.FW, IS-100.LE, or IS-100PW.
2. Select the course number from the list. Scroll to the bottom of the screen.
3. Select “print test” and print.
4. Read through the questions, and then keep questions available to circle answers as you read through the course material.
5. When all questions are answered, select “take test” at the bottom of the screen, and enter the correct answers from your printed test questions.
6. Ensure your name, social security number, and e-mail address are correct.
7. You will receive an email from INDEPENDENT STUDY. **Do not delete this email.** Your certificate of completion is attached to this email.
8. Print two copies of the certificate of completion. Keep one for your file and bring one copy to MVFD for your membership file.
9. If you have any difficulties printing the certificate, you can forward your e-mail to our secretary at fox.stephanie.s@gmail.com and she will be happy to print it for you.
10. Call Stephanie Fox at 865.567.5790 if you have any questions.

While you have one year to complete these courses, it is important that you do so as soon as possible.

The Marlow Volunteer Fire Department encourages all members to also complete Incident Command IS-200 and IS-800 following completion of the above required courses.

To prevent a delay in your probationary period and being able to respond to calls you must attend a 16 hour Introduction to Fire and Emergencies Services class before being able to respond to any calls.

Our History

The Marlow Volunteer Fire Department was organized in 1979 and began answering an average of 80 calls per year with a 500 gallon, 500 GPM 1953 Howe pumper that was purchased with a loan co-signed by the founding members.

During the past three decades, we have been blessed with the generous support of Anderson County, through volunteers, cash donations, merchant contributions, as well as Federal and State grants, allowing us to answer emergency calls with improved equipment and efficiency.

At present, our volunteers operate out of two stations, one located in the Marlow community and one in the Donovan community, serving approximately 10,000 Anderson County residents in 3,800 structures spread over an area of 65 square miles.

We continue to update our fleet of trucks, which currently includes two pumpers, two tankers, a reserve pumper/tanker, a brush/rescue truck, and a command vehicle. Our tanker trucks carry two portable dump tanks to support water shuttle/drafting operations, since hydrants are limited in the rural sections of our county.

Through continued equipment upgrades and twice-monthly training meetings, the department has earned a Class 5/10 rating from the Insurance Services Office. The Class 5 rating applies to properties within five road miles of either station while the Class 10 rating applies to properties over five miles away. This rating is an objective, independent evaluation of the department's capabilities and saves homeowners, churches, and businesses in our service area a tremendous amount of money in reduced property insurance premiums per year.

Our department has mutual aid agreements with area emergency organizations and answers calls for assistance from emergency agencies in the county, as well as outlying volunteer fire departments. With mutual aid responses and an increasing population in Anderson County, our emergency calls now number in excess of 600 per year.

Marlow Volunteer Fire Department is an independent, non-profit corporation that is run strictly by its volunteer membership. No member receives any direct or indirect compensation for services. Presently, approximately 40 men and women give of their time and experience to perform firefighting, training, fundraising, maintenance, and administrative tasks. New members are always welcome, and needed, to volunteer in any or all of these areas.

Who We Are

Who are we? We're your neighbors.

Most of us work, some of us are retired, and a few of us are students. Some of us have been here since the department began. Some of us have been here only a short time.

All of us are volunteers, but when we're serving our community as members of the Marlow Volunteer Fire Department, we work hard, and we work as a team — ***because without us, our community has no fire protection.***

Every month each of us contributes several hours to make sure our department is ready to help whenever you call. This is how we use those hours:

Firefighters/First Responders

| | |
|-----------------------|------------------------------|
| Responding to Calls | 35 hours per month (average) |
| Basic Training | 6 hours per month |
| Advanced Training | 6 hours per month (average) |
| Equipment Maintenance | 3 hours per month |

Officers/Board of Directors

| | |
|-------------------------|-------------------|
| Administrative Meetings | 6 hours per month |
| Administrative Tasks | 7 hours per month |

Secretary/Treasurer

| | |
|-----------------------------|--------------------|
| Administrative Meetings | 6 hours per month |
| Secretarial and Bookkeeping | 12 hours per month |

All Members

| | |
|--------------------------|-----------------------------|
| Fundraising | 2 hours per month (average) |
| Membership Meetings | 2-3 hours per month |
| Care of Building/Grounds | 2 hours per month |

As you can see, all members contribute an average of seven hours per month. With the additional 50 hours for firefighters/first responders, the majority of our members are giving 57 hours each month. Responsibilities of officers and directors who are also firefighters push their total to 70 hours per month.

Sound like a lot of time? You're right, it is. But we think your safety is worth every hour we give!

How We Get to the Emergency Scene

If you need us, we want to arrive as fast as we can and with the right equipment. To help us respond quickly, we maintain two stations. Marlow station is located at 1019 Oliver Springs Hwy for first response to the east section of our service area. Donovan station is located at 1165 Dutch Valley Rd for first response to the west section. Our trucks include:

Engines (also known as pumper trucks) – carry fire hoses and pump water from fire hydrants or ponds. They can also carry water for use when water isn't nearby. They are equipped with ladders, lights, tools, and light rescue equipment necessary to help us get to people in need.

Tanker trucks – carry water to a fire scene. Tankers are important vehicles to our department since most homes in our service area have no fire hydrants nearby.

Miscellaneous – incident command and brush/rescue.

| Kind of Vehicle | Year Made | Year Obtained | What It Can Do | Cost Without Equipment |
|-------------------|-----------|---------------|---|------------------------|
| Pumper/Tanker 753 | 2015 | 2015 | Carry/dump 1800 gallons of water; pump at 750 gallons/minute (GPM) | \$225,000 |
| Pumper/Tanker 752 | 2010 | 2010 | Carry/dump 2000 gallons of water; pump at 750 gallons/minute (GPM) | \$200,000 |
| Tanker 754 | 1991 | 2002 | Carry/dump 1800 gallons of water; pump at 350 gallons/minute (GPM) | \$60,000 |
| Pumper 758 | 2001 | 2001 | Carry 1000 gallons of water; pump at 1000 gallons/minute; first due engine Marlow; top-mount pump | \$130,000 |
| Pumper 751 | 2007 | 2007 | Carry/dump 1000 gallons of water; pump at 1250 gallons/minute; first due engine Donovan; top-mount pump | \$145,000 |
| Brush/Rescue 755 | 2004 | 2004 | Carry 300 gallons of water; pump at 500 gallons/minute; extrication equipment; 4WD | \$68,000 |

What We Wear to Work

When we respond to an emergency call, we need to protect ourselves so we can protect you. In Tennessee, it doesn't matter if you're a volunteer or a career (paid) firefighter, the law requires us to wear specific articles of clothing and; use certain equipment to keep us safe. Starting from the top, these items are our "gear."

Our **helmets** are made from polycarbonate or thermoplastic and can withstand an impact of more than 200 pounds. They have a visor made of lexan to protect our eyes. New helmets cost \$250 each.

For further head protection, we wear **Nomex hoods** that cost \$40 each.

Our "**turnout**" **coats** are made from a flame resistant fabric (P.B.I.) and have liners made of another fabric known as Gortex so that they protect us from as much as 1,000 degrees of heat and keep us dry. Each new coat costs \$1,250.

We also wear "**bunker**" **pants** made from the same materials as our coats. Each new pair costs \$1,250.

Our **gloves** protect us from heat as well as sharp or rough objects. They are made of lined leather with P.B.I., a new pair costs \$40.

Our **boots** are made of leather or rubber and have steel toe guards and soles. Each new pair costs \$200-\$250.

In order to enter a burning building or get near dangerous gas or chemicals, we must wear **breathing apparatus** capable of providing us with clean air for about 30 minutes. Each new breathing apparatus costs \$6,000.

Because we are volunteers and we don't man the station as paid departments do, each of our firefighters must be equipped with a voice pager (\$400 each) and many have a portable radio (\$500 each) to allow them to receive notification of calls and to communicate with others in the department before, during, and after an emergency call. Our department provides gear, pager, and radio for all firefighters. As you can see, each firefighter who enters a burning building is wearing equipment worth \$10,000. At present, we have 25 active firefighters.

That *is* a lot of money, but the safety of our volunteers is our number one priority.