



# Junior Firefighter Program

TOWN  
OF  
WESTLOCK  
FIRE HALL

15 MINUTE  
LOADING ZONE



## Information Package



# Welcome

The Town of Westlock Fire & Rescue Services is proud to offer a Junior Firefighter Program for youth in our community. This program is designed to give you a hands-on introduction to the fire service, develop leadership and teamwork skills, and prepare you for future opportunities in emergency services.

As a Junior Firefighter, you will train alongside regular members, gain valuable experience, and contribute to your community in meaningful ways — all while maintaining clear safety limits.

## Who Can Apply?

- Ages 15 to 18
- Resident of the Town of Westlock
- In good academic standing and maintaining regular school attendance
- Able to balance school, family, and program responsibilities
- Willing to commit to training, teamwork, and community service

## What You'll Do

As a Junior Firefighter, you will:

- Train alongside firefighters under NFPA 1001 Level I & II standards
- Learn teamwork, leadership, and fireground skills
- Participate in fire department drills, meetings, and community events
- Assist at real emergency scenes in safe, supportive roles (such as equipment prep, rehab, and SCBA bottle changes — never in the hot zone or dangerous environments)
- Work under the supervision of Company Officers and senior firefighters

## Supervision & Mentorship

You will be assigned to a platoon and work directly under the supervision of a Company Officer. You will also be paired with a senior firefighter mentor who will help guide you, answer your questions, and support your growth in the program.

## Safety First

- Your safety is our top priority.
- You will not enter burning buildings, contaminated atmospheres, or hazardous materials zones.
- You will only perform duties appropriate for your age, training, and safety equipment.
- You must always follow instructions from officers and senior firefighters.

## Education & High School Credits

Your time in the program may count toward Work Experience 15/25/35 or relevant Career and Technology Studies (CTS) credits, in partnership with the Pembina Hills School Division. Speak with your school's work experience coordinator for details.

## Program Transition

When you turn 18, you will automatically transition into a Firefighter role, without needing to reapply. At that point, you will take on the full responsibilities of a regular firefighter, provided you have completed the required training.

## Benefits

- Workers' Compensation and Town insurance coverage (within policy limits)
- Town of Westlock recreation facility pass
- Letters of recommendation for post-secondary programs or employment (upon request)
- Leadership, teamwork, and hands-on emergency services experience





## Frequently Asked Questions

### Q: Will I fight fires?

A: You will train like a firefighter, but you will not enter burning buildings or dangerous areas. Your role is supportive and focused on learning.

### Q: Can I respond to emergency calls?

A: Yes, once you are 16 and have completed your probation, you may respond — but only in supportive roles and always under supervision.

### Q: Do Junior Firefighters get paid?

A: No, this is a volunteer program. The benefits come from training, experience, and being part of the fire service.

### Q: Do I get school credit?

A: Yes, hours may count toward high school credits through Work Experience or CTS, depending on your school's program.

### Q: Can I use a green flashing light on my vehicle?

A: No. Alberta law only allows full-time and volunteer firefighters to use green lights. Junior Firefighters are not authorized and are not required responders.

### Q: What happens when I turn 18?

A: You automatically transition into a Firefighter role with full responsibilities, provided you meet the training standards.

### Q: What if my school grades drop?

A: Staying in good academic standing is a requirement of the program. Poor attendance or grades may affect your membership.

### Q: How much time will I need to commit?

A: Expect to attend weekly training nights, occasional weekend training, and community events. Emergency responses are optional but encouraged if you are eligible.

## How to Apply

### *Think you've got what it takes?*

The Junior Firefighter Program is your chance to train, learn, and serve alongside Westlock's dedicated fire crew.

- Complete an application form
- Submit a current transcript/report card (for academic standing)
- Provide two references (teacher, coach, or employer)
- Obtain parental/guardian consent



# TOWN OF WESTLOCK FIRE DEPARTMENT JUNIOR FIREFIGHTER APPLICATION

## Applicant

Last Name		First Name	
Age	Email Address		
Home Phone		Cell Phone	
Mailing Address			

## Parent/Guardian Information

Parent/Guardian Last Name		Parent/Guardian First Name	
Relationship to Applicant	Email Address		
Home Phone		Cell Phone	

## Emergency Contact

Last Name		First Name	
Relationship to Applicant	Phone Number(s)		
Alternate Contact (optional)			

## School Information

Current School Name		Grade Level
Teacher/Counselor Name (optional)		
Alternate Contact (optional)		



## Medical Information

Allergies (food, medications, environmental)

Medical Conditions (asthma, diabetes, etc.)

Medications Currently Taken

Family Doctor/Physician Name & Contact

## Program Motivation

Why do you want to join the Junior Firefighter Program?

Have you participated in any volunteer, sports, or community programs before?

## Skills & Interests

Please indicate your skill level in the following areas on this scale:

Rating Scale: **1** – Needs Improvement      **2** – Developing      **3** – Proficient      **4** – Strong / Experienced

Teamwork	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Leadership	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Communication	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Problem-solving	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Responsibility	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Physical fitness	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Mechanical / technical ability	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
First aid / safety interest	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Calm under pressure	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Community involvement	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4

Optional – Additional Interests or Experience

## Parental / Guardian Consent

Junior Firefighter Program – Parental/Guardian Waiver of Liability and Acknowledgment of Risk

Policy Reference: *Junior Firefighter Policy #113-2025*

Program Participant: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

### Purpose

This form is intended to:

- a) Confirm the voluntary participation of a minor in the Town of Westlock Junior Firefighter Program.
- b) Acknowledge and accept the inherent risks associated with fire and emergency service training and non-hazardous emergency response support activities.
- c) Release and indemnify the Town of Westlock, its elected officials, officers, employees, volunteers, and representatives from liability arising from participation in this program.

### Acknowledgment of Risk

I, the undersigned, am the lawful parent or legal guardian of the above-named participant. I understand that participation in the Junior Firefighter Program involves training and supervised support roles which may include exposure to physically demanding, emotionally challenging, and unpredictable emergency situations.

I understand and agree that:

- The program prohibits Junior Firefighters from entering immediately dangerous to life or health (IDLH) environments, Hot Zones, or other areas deemed hazardous by operational command.
- The participant may be present at live incidents in a support role only, under direct supervision, and only in the Cold Zone as defined by the Incident Commander.
- The program may involve the use of personal protective equipment, fire department tools, and participation in training exercises conducted under simulated emergency conditions.

I acknowledge that despite safety policies and supervision, some risk of injury, emotional stress, or exposure to physical or environmental hazards may remain.

### Voluntary Participation and Assumption of Risk

I voluntarily consent to the participation of my child/ward in the Junior Firefighter Program, and I assume all risks associated with this participation. I confirm that the participant:

- Is physically and mentally capable of safely participating in the program activities.
- Has disclosed any medical conditions relevant to their participation.
- Has been informed of their responsibilities under the program and will comply with all applicable Town of Westlock policies and instructions.

### Release and Indemnification

In consideration of the Town of Westlock permitting the above-named individual to participate in the Junior Firefighter Program, I, on behalf of myself, the participant, and our respective heirs, successors, and assigns, do hereby:

- a) Release and forever discharge the Town of Westlock, its Council members, officers, employees, agents, insurers, volunteers, and affiliated entities from all claims, demands, damages, actions, or causes of action whatsoever, in law or in equity, arising out of or in any way related to participation in the Junior Firefighter Program, except in cases of gross negligence or willful misconduct.



- b) Agree to indemnify and hold harmless the Town of Westlock and its representatives from any and all claims, damages, losses, or expenses (including legal fees) arising out of participation in the program.

### **Insurance and Emergency Medical Consent**

I acknowledge that:

- a) The participant is covered under the Town of Westlock's Workers' Compensation Board (WCB) and liability insurance policies within the scope and limitations of those policies.
- b) I am responsible for maintaining any additional personal medical insurance coverage.

In the event of a medical emergency, I authorize representatives of the Town of Westlock to secure medical treatment for the participant. I understand that reasonable efforts will be made to contact me prior to any such action.

### **Governing Law**

This agreement shall be governed by and interpreted in accordance with the laws of the Province of Alberta and the laws of Canada applicable therein. Any dispute shall be resolved exclusively in the courts of the Province of Alberta.

### **Acknowledgment and Execution**

I have read and fully understand this waiver and release of liability, and I am signing it voluntarily. I affirm that I have the legal authority to execute this document on behalf of the participant.

*The personal information provided by you is being collected under the authority of the Municipal Government Act and will be used in the recruitment process of the Town of Westlock Fire Department. This collection is authorized by section 4(c) of the Protection of Privacy Act (POPA). The personal information that you provide may be made public, subject to the provisions of the Access to Information Act (ATIA). If you have any questions about the collection, use, and disclosure of this information, please contact the Access to Information and Protection of Privacy Coordinator with the Town of Westlock at 780-349-4444.*

*I certify that the information given on, or attached to, this application is correct. I understand that any falsification of statements, misrepresentation, deliberate omission, or concealment of information may be considered just cause for immediate dismissal.*

*I understand the information provided in this form will be used to assess my suitability for the position of Volunteer Firefighter.*

Parent/Guardian Name	Signature
Date	Phone Number
Email	

Witness Name	Signature
Date	





# **MISSION STATEMENT**

## **WHO WE ARE TODAY**

The Westlock Fire Department is a team of highly trained and caring professional volunteers who provide vital emergency response, prevention and education services that support community safety and quality of life.

# **VISION STATEMENT**

## **OUR PREFERRED FUTURE**

The Westlock Fire Department will be a leader in our profession in service excellence, advanced training, employee development, use of technology and ongoing department evaluation to ensure community safety and quality of life.