

# CRESCENT CITY FIRE & RESCUE

# VOLUNTEER FIREFIGHTER

# HANDBOOK



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CRESCENT CITY FIRE & RESCUE—255 W WASHINGTON BLVD., CRESCENT CITY, CA 95531  
(707) 464-2421—VDUNCAN@CRESCENTCITY.ORG

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# A letter from Fire Chief, Kevin Carey



Welcome to Crescent City Fire & Rescue!

You're about to embark on a journey that will be both rewarding and challenging. As you begin your training and service, I'd like to take a moment to share some thoughts with you about what it means to be part of our department.

Firefighting is more than just a job; it's a commitment to the community, to your fellow firefighters, and to yourself. The work we do can be physically demanding, mentally tough, and sometimes emotionally taxing. But it is also deeply fulfilling, knowing that we are making a difference every day by helping people in their times of greatest need.

At Crescent City Fire & Rescue, we pride ourselves on a culture of teamwork, respect, and mutual support. Whether you are responding to an emergency or training for the next call, we all rely on each other to stay safe and perform at our best. This department isn't just about the trucks, the equipment, or the calls—it's about the people. And I'm proud to say that we have some of the best people in the business.

It takes dedication to balance your training, calls, and responsibilities with your personal life, but the sense of pride that comes from serving your community is something that cannot be matched.

Remember that this journey is not one you'll take alone. Lean on your fellow firefighters for guidance and support. Take your training seriously, ask questions when you need to, and always work to improve yourself—because every time you step up, you help strengthen the team.

I look forward to seeing the contributions you will make as you grow in this role. Welcome aboard once again, and I'm confident you'll find your place among us as we continue to serve and protect the community.

Stay safe, stay committed, and take pride in your work.

Sincerely,

A handwritten signature in black ink that reads "Kevin Carey".

Kevin Carey, Fire Chief  
Crescent City Fire & Rescue



# MISSION STATEMENT

It is the mission of Crescent City Fire and Rescue to preserve life and property, promote public safety, and provide community service with efficiency, pride and professionalism.

## CORE VALUES

- **Teamwork** – Maintain an enthusiastic, cooperative, and progressive team that provides professional service through education, training, and prevention.
- **Respect** – Honor the public trust through strong leadership, positive vision, and clear communication by providing our community with the highest level of service possible.
- **Mentorship** – Enhance the individual and collective growth of our members and advance their skills and leadership through progressive training and growth opportunities.
- **Stewardship** – Provide our services with pride and professionalism of those who came before us and those who will follow.
- **Volunteerism** – Preserve the department's history and tradition of volunteerism and service to our community for years to come.

**“Service above Self”**

**Always Ready, Always Willing to Serve our Community**



# ABOUT US

Crescent City Fire and Rescue (CCFR) provides all-risk fire protection and emergency medical services to the City of Crescent City and the Crescent Fire Protection District communities. The organization is comprised of two distinct local government agencies -- the Crescent City Fire Department, which was established under the City of Crescent City in 1900, and the Crescent Fire Protection District, which was formed in 1949 to serve the growing emergency service needs of unincorporated areas surrounding the city.

From 2004 through 2015, the City of Crescent City and the Crescent Fire Protection District operated under several collaborative agreements for joint training and staffing. This began with an Automatic Response Agreement that increased interoperation during incidents and joint training between both departments, and eventually expanded to shared personnel services for the Fire Chief and Secretary positions. In 2015, both agencies saw the need to expand the focus of these joint efforts through an operational merger that united both agency's respective volunteer associations. This merger, known as the Crescent City Fire & Rescue, represents more than a decade of cooperation and joint efforts by both agencies to deliver cost effective and seamless services to the greater Crescent City area.

Through continued collaborative discussions between both agencies, the City and District most recently entered into an Emergency and Fire Response Services Agreement that continues presently. This agreement describes the sharing of costs and duties between the two agencies to achieve greater operational and economic efficiencies. Today, Crescent City Fire & Rescue continues to be a positive and functional partnership between the City and the District.



# ABOUT US

Crescent City Fire and Rescue provides services to a 28.4 square mile area that includes a total population of 19,500. Within the service area, the City of Crescent City's population is estimated at 6,500, which includes Pelican Bay State Prison's inmate population of approximately 2,650. Serving as a gateway community to the redwoods, the Crescent City area also experiences an influx of population during the summer months associated with tourist visitation to Redwood National and State Parks and other regional attractions.

Crescent City Fire and Rescue responds from four fire stations, with one station owned by the City and three stations owned by the District. Two of the three District owned stations are located within the city limits, including the administrative office and headquarters station at 255 West Washington Boulevard. As a combined department, Crescent City Fire and Rescue's response protocols are designed to provide the quickest response time within the boundaries of either agency without regard for the location of the political boundaries of the agencies.

Within the department's service area are expansive wildland urban-interface areas, scattered single-family homes, multi-family residential complexes, mobile home parks, hotels, a local hospital and care facilities, and the commercial downtown city center area. In response to this diverse range of service demands, Crescent City Fire and Rescue provides a broad range of specialized life-safety services through highly trained personnel.

## **Core Programs and Services**

- o Fire Suppression
- o Emergency Medical Services
- o Rescue - Basic and Technical
- o Fire Prevention
- o Fire Investigation
- o Hazardous Materials Mitigation
- o Disaster Preparedness Planning and Response
- o Public Safety and Education
- o Fire Explorer Program





# BENEFITS

Quality Fire Training—We offer in house training every Tuesday, apart from the first Tuesday of every month, which is dedicated to our Association Meetings and dinners.

Annual Awards Banquet—We gather as a department annually to recognize our volunteers on their accomplishments and dedications and we also take the opportunity to thank spouses for their sacrifices as well.

Personal Protective Gear—We protect our firefighters with OSHA compliant PPE

Association Membership—You will have the opportunity to become a member of the Crescent City Fire & Rescue Volunteer Firefighter Association and join us on the first Tuesday of every month to discuss new and old business, be entered into drawings, and eat a great meal with fellow firefighters.

Workers Compensation—We recognize that being a firefighter is a dangerous business. That's why we take extra measures to protect our volunteers. Crescent City Fire & Rescue provides workers compensation coverage to members if they are injured on the job, in training, or other scheduled departmental events.

Annual Physical Examination—Our department offers an annual physical examination free of charge. Physical includes EKG and pulmonary function test.

Memberships—Aside from the Association Membership you will also have a membership with California State Firefighter Association, Del Norte Ambulance, and Cal-Ore—all free of cost.

Use of Facilities—Upon approval, you have access to the City and District Fire Stations for personal use. You will also have access to the City Pool for open swim, free of charge.

Stipend—We understand the cost of gas is high, so in order to compensate you, we pay a small stipend ranging from \$10-\$25 per call/training—depending on type of call, training, and ranking. You will also be encouraged to participate in our Station Staffing Program, which receives a stipend of \$75 per shift.



# REQUIREMENTS

## **Selection process and requirements:**

- Interview
- You must be 18 years or older
- Possess a valid drivers license
- Pass a background check
- Pass a physical exam
- Pass a physical agility test, respirator fit test, and mini academy (done in house)
- 12 month volunteer probation period

## **Probationary requirements:**

- High attendance to calls and trainings
- Communication skills
- Strong ability to learn
- Motivation
- Willingness to help out
- Ability to be a team player
- All probationary volunteer members will be asked to complete TWO (2) 12 hour periods of station staffing in a calendar month, to be chosen by the volunteer firefighter





# NEXT STEPS

- Submit Application attached in this packet to Crescent City Fire & Rescue
- At the next regularly scheduled meeting we will ask you to present yourself to the general membership as a prospective member. This is the time to tell everyone a little bit about yourself.
- You cannot actively participate in training events, but you can be present during the time to see policies, procedures, etc.
- We will review your application, check references, and present your name to membership as a prospective member. If all information on your application checks out and is in good order, we will schedule your interview the following week.
- In the final step of the process, you will be asked to come in for an interview; if selected you will be notified no more than 48 hours after the interview.
- You will be provided with a full set of turnout gear
- Complete mini academy and volunteer check sheet
- Be provided with a radio and pager (if available)
- Issued key to the buildings
- Be provided department apparel
- Issued I Am Responding and Target Solution credentials



# WHY VOLUNTEER

Volunteer firefighters help their fellow citizens in times of need. Volunteers enjoy a sense of accomplishment, achievement, and pride in the work they do. You will learn new skills, make new friends, be a part of a team, give back to the community, and make a real difference.

As a volunteer firefighter, you're not only in service of the community, but also a more visible member of the community. This means the work that your fire company does in the community directly impacts the people you know and work with daily. This will give your work a stronger sense of purpose and have a positive impact on those in your life.

Saving lives and serving people is the basis of virtually everyone's entry into the public safety or healthcare service profession. As a volunteer firefighter, you will get to do this on a daily basis. You'll have a part-time contribution and a community of peers you can truly be proud of and fulfilled by.

Almost everyone you volunteer with has other interests and likely another profession. Volunteer firefighting is a great way to make strong connections. When seeking a professional reference, a career recommendation, or even someone to help you out or share in your part-time hobby project, you'll have plenty of people to turn to. Your network grows even further when you attend events for the firefighting community, and in this day and age, the secret to success can be just as much about who you know than what you know.

