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## **DeForest Windsor Fire & EMS**

### **Informational for Potential Applicants**

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This document was created to give you some basic information about our department and membership requirements. If after reviewing this information you still have questions, please feel free to contact the department at 608-846-4364 or email [recruiting@deforestwindsorfire.com](mailto:recruiting@deforestwindsorfire.com)

### **About Us**

The DeForest Windsor Fire & EMS Department is housed in the DeForest Public Safety Building, located at 110 S. Stevenson Street, in DeForest. This building is shared with the DeForest Police Department.

Our department consists of nine full-time employees, and over 50 paid on-call members. All members are trained as Firefighters, EMT/AEMTs or Paramedics and some choose to become cross-trained.

Annually, we respond to approximately 1,200 calls for service, with around 80% of those calls being for EMS. The majority of calls come from within our primary response district, which covers 89 square miles and includes the Village of DeForest, the Village of Windsor, and the Townships of Vienna, Hampden and Leeds. When requested, we also respond into neighboring jurisdictions under mutual aid agreements. We are a proud member of the MABAS Division 115.

### **Membership**

We offer a variety of opportunities to serve, each with a high level of satisfaction. Whether you serve as a Firefighter, EMT/AEMT/Paramedic, ambulance driver or support member, few opportunities in life can match the satisfaction of knowing you're making a difference in the lives of others.

The department accepts applications from adults regardless of gender, race, religious or sexual preference. Applicants must be at least 18 years of age, have a valid driver's license, possess a high school diploma or GED, and pass a criminal background check. Applicants desiring to be Firefighters and/or EMTs should be able to handle the physical requirements and demands of the job and will be required to complete a department sponsored physical evaluation through Dean Health.

If, upon the review of your application, you are determined to be eligible, we will contact you to schedule an interview during one of our hiring processes. You will be required to complete a panel interview with senior members of the department, and a one-on-one interview with the Department Chief. Shortly after, you will be contacted with a decision on your application for membership.

New department members will be on probation for six months, or until they have obtained EMT-Basic or Entry Level Firefighter certification and departmental probation. Certification classes are offered through Madison College. The department may cover the costs for these trainings. Please inquire for further details.

## **On-Call Time**

All members are required to put in 40 hours of on-call time per month, unless otherwise excused by a Chief Officer. Most members have scheduled shifts that can be viewed months in advance, through an on-line program called EMS Manager. Through this program, members are able to request coverage for a shift if they are unable to be on-call that day. Members can also sign up for extra hours, and see a calendar of trainings on the website.

Paid on-call shifts typically run from 10:00pm to 6:00am during the week(M-Th), 10:00pm Friday to 6:00am Saturday, 6:00am Saturday to 6:00pm Saturday, 6:00pm Saturday to 6:00am Sunday, 6:00am Sunday to 6:00pm Sunday, and 6:00pm Sunday to 6:00am Monday. Most members are assigned to a crew that is on call once every nine days. By scheduling people in crews, they can become familiar with each other, and work efficiently as a team. This also puts senior members in a position to mentor newer members. Working the regular schedule, a member can expect to work 2 or 3 weekday shifts and one weekend shift a month.

Members that live in the Village of DeForest are not required to stay at the fire station while they are on call. They will be assigned a pager and can respond from home. Members who live outside of the Village limits will be required to stay at the station or somewhere in DeForest during their on call shifts. The department offers a full kitchen, day room, small weight room and sleeping quarters to accommodate these members.

## **Ongoing Training and Meetings**

Members are expected to attend monthly business meetings and fire and/or EMS drills every Thursday evening at 7:00pm. Trainings last one to two hours, and you may only be excused by a Chief Officer. Day drills may be offered as well. Additional training opportunities are occasionally offered on weekends through various professional organizations, such as the Wisconsin EMS Association and the State Fire Chiefs' Association.

## **Extra Activities**

Occasionally, members are asked to help out with extra activities such as public education, brat busts, and Open House. Members are also offered opportunities to become a part of specialized teams, such as the Extrication Team and Honor Guard. Participation on teams like this often involves additional training.

The Support Committee is another important facet of our department. This group raises money for the department and also brings refreshments and needed supplies to and from large incidents or trainings. Any member of the community may join this group with approval from the Fire Chief.

## **Please join us!**

We hope you choose to become a member with DeForest Windsor Fire & EMS. You will get the chance to work with an amazing and diverse group of people while helping your community. It truly is a rewarding experience. Feel free to contact us for more information.