

City of Greater Sudbury  
Fire Services



Volunteer Firefighter Recruitment  
Information Guide

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## Introduction

This City of Greater Sudbury Volunteer Recruitment Information Guide will provide you with helpful information about the recruitment process. In it, you will find the standards and requirements you will be expected to meet as a recruit.

## Application Process

Greater Sudbury Fire Services recruitment occurs once a year. The 2024 recruitment selection will occur between March 1 and April 15, however applications are accepted all year for future recruitments. To be considered for the recruitment process, an application must be submitted online at:

[Become a Volunteer Firefighter](#)

## Open Houses

Greater Sudbury Fire Services will host a series of open houses. If you're interested in gaining firsthand insight into the role of a firefighter, we encourage you to attend one of the four open houses. This opportunity will provide you with the chance to ask questions and gain valuable firsthand knowledge about the responsibilities and experiences associated with being a firefighter. The open houses will be hosted on the following dates:

- **March 26, 2024, 6 to 8 p.m.** – Garson Station, 206 Church St.
- **March 27, 2024, 6 to 8 p.m.** – Val Therese Station, 4200 Old Highway 69 N
- **April 2, 2024, 6 to 8 p.m.** – Chelmsford Station, 3400 Highway 144
- **April 3, 2024, 6 to 8 p.m.** – Waters Station, 25 Black Lake Rd.

## Requirements

To become a Volunteer Firefighter with Greater Sudbury Fire Services, you must:

- Possess a Grade 12 diploma or trade certificate
- Possess a valid Class “G” driver’s license
- Possess or have access to transportation
- Have or are willing to acquire a Standard First Aid Cardiopulmonary Resuscitation (CPR) Level C certificate
- Be willing to acquire a criminal record check
- Be at least 18 years of age
- Be able to learn and perform the various methods and techniques used in firefighting
- Live in the coverage area of a volunteer station

### Volunteer Station Locations

Applicants should be applying to the station closest to their primary residence. Please only apply to **one** station when completing the application. Applicants can use the address chart below to determine their closest volunteer station.

**Note:** Applicants who live in the city core are not in a volunteer catchment area. They may only be considered for volunteer recruitment if their address changes to a volunteer area.

Volunteer stations are located at the following addresses:

Station	Address
Copper Cliff	7 Serpentine St.
Waters	25 Black Lake Rd.
Lively	229 Ninth Ave.
Whitefish	4895 R.R. 55
Beaver Lake	7535 Highway 17 W.
Azilda	239 Montée Principale
Chelmsford	3400 Highway 144
Dowling	65 Highway 144
Levack	50 Nickel St.
Val Caron	3064 Leduc St.
Val Therese	4200 Highway 69 N.
Hanmer	4680 Lafontaine St.
Capreol	65 Railway St.
Garson	206 Church St.
Falconbridge	21 Edison Rd.
Skead	20 MacLennan Dr.
Coniston	7 Second Ave
Wahnapiatae	162 Hill St.

## Station Callouts

Number of calls each station has responded to in the past three years:

Station	2021	2022	2023
Copper Cliff	23	28	30
Waters	110	126	171
Lively	127	153	189
Whitefish	58	45	61
Beaver Lake	44	26	60
Azilda	116	110	101
Chelmsford	170	158	155
Dowling	84	84	70
Levack	49	54	40
Val Caron	64	32	36
Val Therese	109	77	104
Hanmer	68	45	37
Capreol	50	58	59

Garson	109	102	130
Falconbridge	42	26	56
Skead	4	9	0
Coniston	65	59	75
Wahnapitae	59	65	79

## Physical Testing

Applicants who are deemed suitable will be invited to attend physical testing. Please ensure you wear the appropriate clothing (active wear – running shoes and gym clothes) to complete the physical test. No watches or loose or restrictive jewelry will be permitted. Prior to physical testing, a blood pressure and heart rate test will be taken. If your blood pressure is higher than 150/100, or if your heart rate exceeds 100 bpm, you will not be permitted to proceed.

Physical testing for the 2024 recruitment will be held on the fire training grounds at the Lionel E. Lalonde Centre, 239 Montee Principale, Azilda. There will be testing on the following days:

Thursday, May 2, from 12 to 8 p.m.

Saturday, May 4, from 8 a.m. to 4 p.m.

A make-up testing day will be held on Tuesday, May 7, from 12 to 8 p.m.

**Note:** Certain substances may elevate heart rate and blood pressure (caffeine/energy drinks, smoking, some over-the-counter cold medications), and it is recommended to avoid or limit these substances on the day of your physical test.

The physical testing contains nine evolutions:

### **Cardiovascular Test**

- 1) The candidate will continually run around the track, completing six laps. The run will be timed to allow calculation of the estimated VO2 Max.

### **Physical Testing Circuit**

- 2) The candidate will climb a fixed ladder on the east side of the tower to the fourth floor, transition onto the fourth floor, climb inside the tower to the fifth floor, and descend using the outside staircase.
- 3) The candidate will shoulder a folded hose from the bottom of the staircase up four flights of stairs, touch door number four, and then descend and lower the hose to the ground.
- 4) The candidate will complete a one-handed carry of a 50-pound pail for 50 feet, switch hands and carry the pail back.
- 5) The candidate will walk to the ladder on the west side of the tower, climb the extension ladder until they reach the platform, touch the platform, and descend.
- 6) The candidate will drag an 85-kilogram (185-pound) manikin 20 metres.
- 7) The candidate will shoulder a 65-millimetre hose attached to a 100-millimetre hose and drag it for 50 meters.

### **Strength Test**

- 8) The candidate will lift an auto-ex tool to chest height and lower it to the ground. This will be repeated ten times. Following the 10<sup>th</sup> repetition, the candidate will hold the auto-ex tool at chest height for as long as possible. This evolution will be timed from the start of the first lift to when the auto-ex tool lowers below chest height.

### **Claustrophobic Test**

- 9) The candidate will enter a “blackout” culvert with a covered SCBA mask for three minutes. Prior to entering the culvert, candidates will be asked a question. They will have to provide the answer to the question upon exiting the culvert.

## Interviews

All applicants who pass the physical testing will be contacted to schedule an interview. The interviews will be scheduled with the candidate and hiring team on weekdays between May 15 and May 31, 2024. The interview will be done by a panel consisting of an Assistant Deputy Chief, a Volunteer Captain, and an Administrative Assistant. Applicants must pass the interview to be considered for moving further in the recruitment process.

## Testing and Forms

Applicants who make it past the interview will be asked to provide the following test results and documents to continue through the recruitment process:

- **Criminal Record Check** – Successful candidates must obtain a criminal record check (Vulnerable Sector) from the Greater Sudbury Police Service, which can be requested at [Police Record Check \(gspcs.ca\)](https://gspcs.ca). For an application to be considered, candidates must not have a criminal conviction for which a pardon was not granted at the time of the application. Candidates can also obtain the CRC by attending 190 Brady St. Sudbury, ON, from Monday to Friday, 8 a.m. to 4:30 p.m. They will need to provide two pieces of identification: one with a picture and one with a signature. Do not submit the criminal record check with the application.
- **Medical, Vision, and Auditory Tests**—The test criteria will be provided to the applicant, who will need a medical professional to test and approve their ability to perform assigned duties based on the criteria provided. We will accept results from a walk-in clinic if an applicant does not have a designated primary care provider.
- **Licence and Driver’s Abstract Check** – Candidates must have a minimum Class “G” driver’s license (address must match what is listed on the contact information in a recruit’s application). The City of Greater Sudbury will run a driver’s abstract for candidates of choice.
- **Reference Checks**—The references provided on the release form submitted during the interview will be contacted.

## Offers of Employment

Offers of employment will be given to successful candidates.

### Documentation to be submitted before July 31:

	Banking information for direct deposit	Void cheque or direct deposit pre-authorized transaction form
	Contact information/emergency contact info sheet	Candidates will be required to provide names for emergency contacts and additional information
	Copy of CPR & First Aid certificate	Proof of CPR Level C & a Standard First Aid certificate must be submitted
	Criminal record check	Successful candidates will be required to obtain a CRC
	Copy of driver's licence	Address must match what is on the driver's licence
	Medical forms (Medical, Vision, Audiology)	Must meet medical, vision and audiology standards for firefighters

## Mandatory Certification and Training

The Province of Ontario requires all firefighters to be certified through an NFPA 1001-1, NFPA 1001-2 and NFPA 1002 program. Greater Sudbury Fire Services provides this 320-hour course to all its new volunteer recruits. It is expected that all recruits complete this training within the first two years of employment. All recruits will receive their hourly wage during this training.

Greater Sudbury Fire Services also requires all probationary volunteer firefighters to obtain a DZ licence before their 12-month probationary period ends. The DZ course includes two days of class training, 30 hours of driving, five hours of testing, and practical theory. It is offered through the City of Greater Sudbury and is at no expense to the recruit. Recruits do not get paid for DZ licence training.

NFPA 1001-1 course dates:

Date	Session
Sunday, August 25, 2024	1
Sunday, September 08, 2024	2
Sunday, September 15, 2024	3
Sunday, September 22, 2024	4
Sunday, September 29, 2024	5
Sunday, October 06, 2024	6
Sunday, October 13, 2024	7
Sunday, October 20, 2024	8
Saturday, October 26, 2024	9
Sunday, October 27, 2024	10

**Note:** Please mark these dates in your calendar and make the necessary arrangements to attend each session. Your commitment to completing these certification training sessions is crucial to your position as a volunteer firefighter. You must also pass all components of the curriculum and training offered during this process.

## Passing Probation

New members of the City of Greater Sudbury Volunteer Firefighter Service will serve a probationary period of 12 months. Successful completion of probation includes:

- Obtaining a DZ licence (through City of Greater Sudbury)
- Attend weekly training sessions
- Attend emergency calls as per the minimum standard specified in the CBA
- Satisfactory completion of six- and twelve-month performance reviews