

# View Royal Fire Rescue POC Application Guide 2026



## WELCOME TO VIEW ROYAL FIRE RESCUE

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View Royal Fire Rescue is proud of the high level of service we provide to our community and the key role we play in protecting the West Shore and supporting our regional partners.

Every member of our department contributes to emergency response, fire prevention, public education, training, and community safety. We are committed to meeting the needs of a growing and diverse community while maintaining the professionalism and reputation that our residents expect.

This guide outlines who we are, what we expect from Paid On Call firefighters, and how to apply.

## ABOUT VIEW ROYAL FIRE RESCUE

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View Royal Fire Rescue is a composite department consisting of:



- 3 Chief Officers (Management)
- 12 Career Firefighters (IAFF)
- 14 Paid On Call Firefighters
- 1 FireSmart Coordinator
- 1 Administrative Assistant

We respond to approximately 1,200 calls per year.

Our response area is diverse and operationally complex. It includes:

- Highway corridors and major transportation routes
- Residential neighbourhoods
- Commercial and light industrial properties
- Thetis Lake Regional Park and surrounding wildland interface areas
- Marine environments and shoreline access

We work closely with our West Shore partners and Esquimalt Fire Rescue through automatic aid and mutual aid agreements. Members can expect to respond alongside neighbouring departments on structure fires, wildland incidents, technical rescues, and large-scale emergencies.



Our all-hazards response model includes:

- Structural firefighting
- Wildland and interface firefighting
- Motor vehicle rescue and extrication
- Marine and water rescue
- Hazardous materials response
- Medical first response
- Fire prevention and inspections
- Public education
- Emergency management and disaster response

## OUR MISSION

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View Royal Fire Rescue is committed to providing the highest level of life and property protection with caring professionalism through effective training, fire prevention, public education, emergency response, rescue services, and emergency management.

## OUR VALUES AND EXPECTATIONS

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Joining View Royal Fire Rescue is a significant commitment. We are looking for individuals who understand that being a firefighter is about more than responding to emergencies.



We expect members to:

- Demonstrate integrity and professionalism on and off duty
- Protect the reputation of the department
- Maintain the trust of the community
- Work effectively as part of a team
- Accept feedback and pursue continuous improvement
- Commit to ongoing training and skill development

Paid On Call firefighters represent our department at incidents, during public events, and in daily interactions with the community. Reliability and accountability are essential.

## TIME COMMITMENT AND SCHEDULING

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Paid On Call firefighters at View Royal Fire Rescue work assigned 12-hour shifts.

Members are required to:

- Commit to a minimum of four (4) shifts per month
- Remain at the fire hall for the duration of their assigned shift
- Participate in scheduled training and onboarding requirements

Shifts are scheduled in advance. Members select and are assigned shifts through the department's scheduling system. Once assigned, members are expected to fulfill their commitment or arrange appropriate coverage in accordance with department policy.

This model ensures predictable staffing levels and allows Paid On Call members to balance fire service with other employment or personal commitments.

## COMPENSATION

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Paid On Call firefighters receive compensation for their participation with our department.

Compensation is provided for scheduled duty shifts, required training, and emergency call backs. Rates are established by the Town and are based on a number of factors, including time served, qualifications, certifications, and successful completion of internal training benchmarks.

Additional compensation may apply for approved training, special assignments, or responses outside of scheduled shifts, in accordance with department policy.

## ONBOARDING AND TRAINING PROCESS

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All successful applicants must complete a structured onboarding program before being cleared for operational duty.

Initial Training Phase:

- Eight weeks of weekend-based recruit training
- Expectation is that recruits attend the majority of scheduled sessions
- Focus on safety, core firefighting skills, equipment use, department procedures, and team integration

Ride-Along Phase:

- Approximately four (4) night shift ride-alongs
- Supervised operational exposure
- Evaluation by officers and senior members

The initial onboarding phase, including weekend training and ride-alongs, is not compensated. Successful completion of onboarding is required before assignment to regular Paid On Call shifts.

Ongoing training is mandatory. Members are expected to attend scheduled drills and maintain competency in all required disciplines, including structural firefighting, wildland response, medical first response, and specialty operations relevant to our response area.



## WHO SHOULD APPLY

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We are seeking individuals who:

- Are physically fit and capable of performing demanding work
- Thrive in team-based environments
- Remain calm under pressure
- Are available and willing to commit to scheduled shifts
- Live or work within a reasonable response distance to the fire hall
- Demonstrate maturity, reliability, and sound judgment

Prior fire service or emergency services experience is an asset but not required. We value diverse backgrounds including trades, mechanical experience, medical training, leadership roles, and community involvement.

## MINIMUM / PREFERRED QUALIFICATIONS

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### Minimum Entrance Requirements:

Applications will be screened to ensure the following qualifications have been met:

- Grade 12 diploma or GED equivalent
- Canadian citizenship, permanent resident, or landed immigrant status (work visa not accepted)
- Current Driver's Abstract (dated within 30 days of application deadline; more than 6 points may disqualify)
- Valid BC Emergency Medical Assistance Licensing Board (EMALB) License in one of the following:
  - First Responder (FR) with schedule two endorsements
  - Emergency Medical Responder (EMR)
  - Primary Care Paramedic (PCP)
  - Advance Care Paramedic (ACP)
- NFPA 1001 Firefighter Level I & II (IFSAC or ProBoard seals)
- Police Information Check with Vulnerable Sector clearance



**Preferred Qualifications and Attributes:**

These additional skills and experience will enhance your application but do not replace the required qualifications:

- Valid Class 3 Driver’s License with air brake endorsement or equivalent for vehicles with more than two axles (automatic transmission is accepted). Equivalent licenses from other Canadian provinces or territories are acceptable.
- Advanced fire service training (hazmat, auto extrication, rope rescue, confined space, water/ice rescue)
- Post-secondary education (academic or trades)
- Paramedic licensing (PCP/ACP)
- Volunteer, military, or other emergency services experience
- Mechanical, construction, or heavy equipment operator experience
- Coaching, teaching, or instructional background
- Community service or volunteerism
- Second language proficiency and cultural awareness
- Strong interpersonal skills and the ability to work in a team environment



**RECRUITMENT PROCESS OVERVIEW**

Stage	Description	
1	Application Submission	Submission Deadline March 31 <sup>st</sup> 16:00
2	Agility and Dexterity Exercise	April 11 <sup>th</sup> 09:00 – 16:00
3	Suitability Assessment and Personal Interview / Proof of Completion of Minimum Requirements	April 18 <sup>th</sup> – 19 <sup>th</sup> (1 hour)
4	Proof of completion of an approved Firefighter Fitness Evaluation (University of Victoria Fire Test or equivalent)	Submission Deadline April 30 <sup>th</sup> 16:00
5	Onboard Training	May 1 – June 30



## **DESCRIPTION OF RECRUITMENT STAGES**

### **STAGE 1: APPLICATION**

Applications will only be available on our website during designated intake periods. If you have previously submitted an application in person, you must contact Assistant Chief Malinosky to confirm it will be considered.

Completed application forms and resumes must be submitted in person at the fire station between 08:30 and 16:30 hrs., Monday to Friday.

**Applications will not be accepted after the submission deadline of March 31 at 16:00 hrs.**

### **STAGE 2: AGLITIY AND DEXTERITY**

This stage includes job skills and abilities testing for fitness, upper and lower body strength as well as dexterity and decision making related to the position of fire fighter. These include, but are not limited tom the following:

- Aerial ladder climb
- Stair climb with equipment
- Hose handling skills
- Ladder raise and lower
- SCBA Evolution
- Equipment handling



### **STAGE 3: SUITABILITY ASSESSMENT AND PERSONAL INTERVIEW**

Candidates that have successfully completed the first 2 stages of the process may be invited for a panel interview. The interview will take place with representatives from the Fire Department management team.

The interview will include behavioral based, life skills, and job suitability questions and answers should demonstrate the following:

- Leadership
- Initiative
- Interpersonal Skills
- Communication Skills
- Teamwork
- Adaptability



### **PROOF OF COMPLETION OF THE MINIMUM REQUIREMENTS AT THIS STAGE.**

**STAGE 4: COMPLETION OF AN APPROVED FIREFIGHTER FITNESS EVALUATION (UNIVERSITY OF VICTORIA FIRE TEST OR EQUIVALENT)**

Proof of completion must be submitted no later than, April 30<sup>th</sup> @ 16:00 hrs. Completed evaluations completed after September 30<sup>th</sup>, 2025, will be accepted.

**STAGE 5: ONBOARD TRAINING**

Candidates who successfully complete Stage 3 & 4 will be invited to participate in the onboard training program. Below are the training and evaluation dates:

Candidates must attend a minimum of 70% (7 of 10) scheduled training sessions and 100% (4 of 4) of all scheduled evaluation dates.

Training Dates (08:00 – 12:00 hrs.)	Evaluation Dates (08:00 – 12:00 hrs.)
Saturday, May 2	Saturday, June 20
Sunday, May 3	Sunday, June 21
Saturday, May 9	Saturday, June 27 (if required)
Sunday, May 10	Sunday, June 28 (if required)
Saturday, May 16	
Sunday, May 17	
Saturday, May 23	
Sunday, May 24	
Saturday, May 30	
Sunday, May 31	
<b>Ride-a-longs June 1-30</b>	

In addition to the training and evaluation sessions outlined above, candidates are required to complete four ride-a-long night shifts between June 1 and June 30. These shifts run from 18:00 to 06:00 hours. Candidates may schedule their ride-a-longs based on their availability within that time.

**Candidates will not be compensated for their time until all 5 stages have been successfully completed. Successful candidates will be scheduled operational shifts beginning July 1<sup>st</sup>.**

