

Subject:	VOLUNTEERS - PROMOTIONS
Section:	PPG# 2821
Chapter:	Personnel
Effective Date:	7/1/98

POLICY

Volunteers-Promotions

McLane Black Lake Fire Department (Department) values the leadership capabilities within the ranks of its volunteers. This policy establishes the promotional opportunities available to volunteers and the selection processes used to find qualified candidates for promotion to each available level.

The Chief has sole authority to promote volunteers in the Department.

Promotional Opportunities

1. Master Firefighter

Definition: A Master Firefighter is a firefighter who meets the position qualifications as outlined in PPG #2822 – Volunteers – Volunteer Officer Development Program.

2. Volunteer Lieutenant

Definition: A Volunteer Lieutenant is a Master Firefighter who meets the position qualifications for Volunteer Lieutenant as outlined in PPG#2822 – Volunteers –Volunteer Officer Development Program.

3. Volunteer Chief Officer

Definition: A Volunteer Chief Officer is a Volunteer Lieutenant or paid fire fighter who meets the position qualifications for Volunteer Chief officer as outlined in PPG #2822 – Volunteers –Volunteer Officer Development Program.

Promotion Process

The promotion of volunteer leaders is extremely important to the Department's effort to offer the best possible service to the community. Consideration must be given to

operational knowledge and capability, leadership, administrative knowledge and capability, tenure, and the ability of the individual to gain or have the respect of the members, as well as keeping the morale at the highest possible level.

Announcement of Promotional Opportunity: The Department shall announce the opening of a promotional opportunity at least 30 calendar days prior to the commencement of the selection process.

Application for Promotion: Any volunteer meeting the requirements for the promotional position being filled may apply for the position. Application shall be made in writing in a manner determined by the Chief.

Testing Process: The Chief shall determine the testing process to be used for each promotional opportunity. The Chief may also chose not to utilize a testing process. The testing process for each promotional opportunity shall be included in the “Announcement of Promotional Opportunity”.

Volunteer Promotional Register

The Volunteer Promotional Register shall be established following each promotion where a promotional testing process was utilized. The Volunteer Promotional Register shall be a ranked register with the candidate receiving the top score in the testing process being placed first on the register the second highest score being placed second on the register, etc. The Chief shall establish a minimum score which a promotional candidate must obtain in the testing process to be placed on the Promotional Register. The minimum score for inclusion on the Promotional Register shall be included in the “Announcement of Promotional Opportunity.”

Duration of Volunteer Promotional Register

The Chief shall determine the length of time for which a Volunteer Promotional Register shall be valid. The length of the validity of the Register shall be announced in the “Announcement of Promotional Opportunity.”

Appointment

The Chief shall appoint one of the top three (3) candidates on the Volunteer Promotional Register.

