



CENTRAL JOINT FIRE DISTRICT

Standard Operating Procedure

SUBJECT: Membership

SOG Number: 141
Effective Date: 1/8/92
Revised Date: 2/10/05
Approved:

PURPOSE: The purpose of this standard is to define the rules and regulations under which persons wishing to become members of Central Joint Fire District can apply for membership.

SCOPE: All department members are to adhere to this standard.

ENFORCEMENT: The Fire Chief shall be responsible to enforce this standard.

APPLICATION: Qualifications and Requirements for Membership

141.1 Requirements for membership

1. Any able-bodied citizen who lives or works within a reasonable response area of Central Joint Fire District shall be eligible for membership in the District.
2. The applicant must be at least 18 years of age.
3. The applicant must hold a valid Ohio Motor Vehicle Operators License.
4. The applicant must show an honest and sincere interest and effort in becoming a firefighter and serving the community.
5. The applicant must be physically able to perform the duties assigned.
6. The applicant must be of good character and have no criminal record.

141.2 Application procedure

1. The applicant must fill out an application and submit a copy of his/her drivers license along with a copy of High School Diploma or G.E.D. for review by the officers of the Central Joint Fire Department and Board of Trustees. All applications shall be dated and filed for future appointment.
2. When a vacancy exists, the oldest application shall be reviewed by the officers of the Central Joint Fire Department.

3. Acceptance of the applicant as a Probationary member shall be governed by the following:
 - a) The successful completion of a background investigation.
 - b) An Executive Board consisting of the Fire Chief and the Department officers, shall meet and review the application, after which the application shall be forwarded to the Membership for approval.
 - c) The Membership present shall vote on the application. The result of the vote shall/shall not accept the applicant for probationary membership.
 - d) A positive vote by the majority of the membership present shall result in the application being forwarded to the Board of Trustees.
 - e) The Board of Trustees shall/shall not approve the applicant and require the applicant to take the physical examination in accordance with Section 505.38 of the Ohio Revised Code and the passing of said examination. Said examination must be conducted within sixty (60) days of authorization.
 - f) Said examination shall be provided by a District approved Physician.
4. Upon successful completion of the application process the applicant shall be appointed to the department at the rank of probationary member.
5. Applicant, after affirmative vote, shall choose division of placement if vacancies are available. Fire Division has a cap of forty members, and the Rescue division limit is set at fire district board discretion.
6. Personnel may wish to transfer from Fire Division to Rescue Division or from Rescue Division to Fire Division for various reasons. Personnel shall complete the Division Transfer Form 1519 to request transfer. Personal reasons for a request of change might include the inability to follow S.O.G. 141A or 141D.
7. The Executive Board may request personnel transfer from fire division to rescue division in the event that they no longer feel an individual can follow S.O.G. 141A. Members may appeal executive board transfer to the fire district board.
8. When Fire Division membership falls below forty members, Rescue members will have an opportunity to transfer to the Fire Division. Members will be afforded an opportunity to transfer according to seniority.
9. At the Fire Chief's discretion, exceptions to parts of the application process may be made in the case of persons applying for membership with prior certification and/or experience in the fire service with the approval of the Department Officers, Membership and the Central Joint Fire District Board of Trustees.