

City of Sedro-Woolley Fire Department

Training

SECTION TITLE: Mentor Program

SECTION NUMBER:

EFFECTIVE DATE: 7-1-05

REVISION DATE: Draft 2-05

Mentor program

The Training Captain shall supervise the operation of the mentor program.

Purpose

The purpose of the Sedro-Woolley Volunteer Fire Department Mentoring Program is to provide members with the appropriate support needed to become productive volunteers

Objectives

- **Increase the participation rate of prospective members**
- **Strengthen the Departments ability to proactively retain the interested members**
- **Increase the participation of current members**
- **Create a positive environment for all members**

The Application Process

Once the application has been submitted to the Mentor Program coordinator for review, the applicant will be assigned to a new recruit dependent on interest, and abilities. The mentor will be paired according to which company the new recruit is assigned. Recruits and Mentors will be of the same company if at all possible. Since the intent is to keep the new recruit involved and motivated to become the very best volunteer he/she can become, the assigned company officer(s) will periodically follow-up with prospective members throughout the 12 month mentoring period.

The Mentoring Program

Mentors will attend an orientation class that will be given to new recruits upon successfully being accepted as a Volunteer Firefighter. This will give the recruit and his/her Mentor a time to meet and get to know one another. This day will first consist of a short presentation on the department's history, where we are today, and what is in the future for our department as well as the department structure, equipment, procedures, and chain of command. The second part of the day will consist of a station tour, to include equipment and building layout.

Following first day orientations the Mentor will keep up on his/her recruits status thru out the County Fire Academy, assisting them with any questions they may have. Following completion of Skagit County Recruit Academy the Mentors responsibility to partner up with his/her recruit for department training, day to day operations, department policies, and anything else that may arise.

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During monthly evaluations company officers will first meet with the Mentors in the program and discuss his/her recruits progress.

The goal at the end of the program is to have new recruits that have the WILL and the WANT to become great volunteers and to have made a new friendship that will last along time with the Sedro-Woolley Volunteer Fire Department