Recruitment Survey

**DEMOGRAPHIC**

Name:

Rank:

* Fire Chief
* Rescue Chief
* Chief Officer
* Company Officer
* Staff Officer
* Firefighter
* Firefighter/Medic
* Medic
* EMS Officer
* Emergency Management
* Recruitment Officer
* Administrative Support
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization:

Address:

City/State/Country

Email:

Organization Website:

Population served

* 0-9,999
* 10,000-49,999
* 50,000-99,999
* 100,000-199,000
* 200,000 and up

Population type

* Urban
* Suburban
* Rural

 Type of department

* Volunteer
* Career
* Combination
* Tribal
* Airport
* Military
* Industry
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Services provided - check all that apply

* Fire suppression
* Wildland
* EMS basic
* EMS advanced
* Emergency preparedness
* Speciality – hazmat, water rescue
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Financial support check all that apply

* Community donations
* Corporate donations
* Foundation
* Local government
* State government
* Federal government
* Grants
* Other \_\_\_\_\_\_\_\_\_\_\_

Department composition

* % male \_\_\_\_\_\_\_ % female \_\_\_\_\_
* Median Age: \_\_\_\_\_\_\_\_\_
* Race (approx.)
	+ Black or African American 5% 10% 15% 25% 75% 100%
	+ Native Hawaiian other pacific islander 5% 10% 15% 25% 75% 100%
	+ American Indian or Alaska native 5% 10% 15% 25% 75% 100%
	+ Asian 5% 10% 15% 25% 75% 100%
	+ White 5% 10% 15% 25% 75% 100%
	+ Not Specified 5% 10% 15% 25% 75% 100%
* Ethnicity
	+ Hispanic or Latino 5% 10% 15% 25% 75% 100%
	+ Not Hispanic or Latino 5% 10% 15% 25% 75% 100%
	+ Not specified 5% 10% 15% 25% 75% 100%

**Recruitment Techniques**

Are your recruitment efforts targeted Yes/No

Do you track the demographics of your recruits Yes/No

Do you track how your recruits heard about your opportunity Yes/No

Recruitment techniques used. Check all that apply (list):

* Billboard
* door-to-door
* mailer
* newspaper hard copy
* newspaper online
* Radio on air
* Radio online
* Social media
* List social media types \_\_\_\_\_\_\_\_
* Internet ads
* TV
* Movie
* Church bulletin
* Word of mouth
* High school recruitment
* Newcomers to town
* Station events
* Ride alongs
* community events
* brochures
* posters
* direct mailers
* utility or tax bill flyer
* posters in businesses
* restaurant placemats
* HS event booster ads
* Advertisement on apparatus
* Grocery store receipts
* Military newsletter ads
* Corporate recruitment events
* Corporate newsletter ads
* Nursing/medical school newsletters
* Online recruitment sites
	+ 1800fireline
	+ Local volunteer centers
	+ Volunteerfd
	+ Regional council sites
	+ State council sites
	+ Volunteer match
* Recruitment stores
* Vehicle wraps/magnets
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Resources utilized:**

Consider resources as the amount of time, money, and manpower

Amount of resources invested in diversity recruitment specific to:

(use a sliding scale bar response)

Race

Sex

Age

Religion

Other diversity \_\_\_\_\_\_\_\_\_\_\_\_\_

General recruitment -No specific diversity targeted

**Incentives – Check all that apply.**

* Free Training
* Training reimbursement
* College credits
* Uniform
* PPE
* Use of station facility resources
* Health insurance
* Liability insurance
* Disability benefits
* Death benefits
* Worker’s compensation
* Personal Property tax reduction
* Vehicle decal
* Income tax rebate
* Take home vehicle
* Retirement
* Free meals or food vouchers
* Business discount program
* Membership to professional organizations
* Conference attendance
* Entry level physical
* Annual physical
* Vaccinations
* Stipends
* Monthly Allowance
* Monthly allowance tied to rank
* Tuition reimbursement
* Pager/phone provided
* Length of Service Award
* Formal awards/recognition
* Membership to local gym/recreational facility
* Family events
* Child care
* Social events
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Recruitment Support**

How would you rate your recruitment resources 1-5/NA

 Personnel

Funding

Time

Community

Local government/agency

**Referral**

**Referral methods used** – check all that apply.

* Dedicated phone line
* Dedicated email address
* Website Inquiries
* Social network inquiries
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Onboarding**

Have a dedicated recruitment officer Yes/No

Respond to inquiries within 24 hours Yes/No

Respond to inquiries within 72 hours Yes/No

Respond to inquiries within a week Yes/No

Have an introductory individual meeting Yes/No

Have an introductory group meeting Yes/No

Have a position description for entry level operational recruits Yes/No

Have a position description for advanced level operational personnel Yes/No

Have a position description for administrative recruits Yes/No

Have a position description for administrative personnel Yes/No

Do you formally introduce recruits to station equipment Yes/No

Do you introduce recruits to station personnel Yes/No

Do you have a mentoring program Yes/No

Do you have a formal in-house new recruit training program Yes/No

Are training courses easily accessible Yes/No

Do you formally review recruit benefits Yes/No

Do you formally review recruit expectations Yes/No

When do you assign recruits to a duty crew

* Prior to application
* After application process
* After in-house training program
* After operational minimum requirements are met

**Screening**

First contact with prospective recruits is usually: Email Phone Face-to-face

Are prospective recruits screened out at: (check all that apply)

* initial contact
* after interview
* after application process

Do you have a “vote in” process for recruits Yes/No

If yes, are written standards in place as to eligible and ineligible candidates Yes/No

**Minimum Requirements**

What is the minimum requirement for your volunteer to become an operational volunteer (check all that apply)

* Clear a physical
* Complete a physical agility test
* Clear a state criminal background check
* Clear a state driving background check
* Clear a national criminal background check
* Clear a national driving background check
* Clear a financial background check
* Clear an elderly abuse background check
* Clear an interview process
* Complete a station specific training
* Complete a station specific probationary training
* Complete CPR
* Complete First Responder
* Complete BBP
* Complete a state certified Basic Course Fire I, EMT
* Complete precepting hours
* Other:

Approximate time frame from inquiry to complete minimum required training for operational status:

* 0-3 months
* 4-8 months
* 9-12 month
* 13-18 months
* 18-24 months
* More than 24 months

**Recruitment Success**

In the past 12-24 months:

 # of volunteer inquiries in the last year.

# of volunteers complete the application (record check/reference) process last year

# of volunteers to complete basic training last year

# of volunteers who became operational last year