



## *Steese Volunteer Fire Department, Inc.*

*800 William C Leary Lane*

*Fairbanks, Alaska 99712*

*Phone: (907) 457-1508 Fax: (907) 457-1512*

### **Scholarship Program**

The Steese Volunteer Fire Department offers a limited number of positions for individuals to serve as scholarship firefighters through a residential live-in program while attending the University of Alaska Community & Technical College (CTC) and ultimately the University of Alaska Fairbanks (UAF) Campus.

The main purpose of this scholarship is to assist the fire department in greater staffing of volunteers for emergency response operations. Through the scholarship program, individuals will acquire the experience, knowledge, and skills necessary to obtain career positions in the emergency services.

This scholarship provides funds for individuals pursuing an Associate's degree in Fire Science and as funding allows a bachelor's degree, with the goal of attaining a career position within the field of emergency services.

Interested individuals must register with UAF's CTC Fire Science Program.

Scholarship funds are provided under a reimbursement process whereby the scholarship firefighter pays for tuition and other semester expenses up front, at the beginning of each semester and upon successful completion of the semester, the student is reimbursed up to \$6,900 per semester.

Considerations in selecting individuals for the scholarship program will be made on their efforts towards career goals, service to their community, educational achievements, personal motivation and commitment to the Steese Volunteer Fire Department.

The application process can be started and program documents can be downloaded on our website [www.steesefire.org](http://www.steesefire.org).

For more information about our Scholarship program, please contact:

Samara Steele, Office Manager

Office: (907) 457-3710

E-mail: [recruitment@steesefire.org](mailto:recruitment@steesefire.org)



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### **Scholarship Outline of Funding**

The Steese Volunteer Fire Department Inc. provides fifteen, two-year scholarships. The main purpose of this scholarship is to assist the fire department in greater staffing of volunteers for emergency response operations. Scholarship recipients must be registered as full-time students with UAF'S Community and Technical College (CTC) Fire Science Program in Fairbanks, Alaska.

The scholarship will reimburse expenses for the following line items each fall and spring semester, not to exceed \$6,900 per semester:

- 12 credits minimum
- Course/Material Fees
- Textbooks
- Parking Fee
- Meals

The "Total Semester" cost reimbursement is \$6,900 per semester. Students who are not Alaska Residents may be subject to additional tuition fees for which they are responsible.

A fire department dorm room will be provided free of charge at different station locations (dependent on availability).

Scholarship recipients must meet eligibility requirements in order to qualify for reimbursements each semester. The requirements are:

- Maintain 12 credit hours per semester with a grade point average of 2.00 or better;
- Volunteer up to 56 hours per week on rotating 24-hour shifts;
- Maintain a satisfactory driving and criminal record,
- Meet the department's ongoing performance and conduct standards, and;
- Successful completion of assigned semester project.



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### **Awarding of the Scholarship**

When an applicant is selected for a scholarship position, a scholarship offer is made to the individual, contingent on the applicant's completion of the following items;

1. The applicant has an acceptable driving history
2. The applicant has an acceptable criminal history
3. The applicant has a current and valid driver's license
4. The applicant is registered with the University of Alaska's CTC Fire Science Program.
5. The applicant is enrolled in the CTC Fire Academy and successfully graduates from the Academy or has a current IFSAC Firefighter I certification.
6. The applicant is able to pass the CPAT or Biddle Physical Agility Test or have a current certification.
7. Must be a certified IFSAC/ProBoard Firefighter or must pass the Firefighter I course within 6 months.



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### **Steese Scholarship Questions & Answers**

1. Do I live in a dormitory on the UAF campus?

**Answer:** Scholarship recipients will reside in a Steese Fire Station if a room is available. Recipients will be assigned a bunk amongst the 11 double rooms that exist. Your roommate will be selected by the Scholarship Program Coordinator. Recipients are responsible for their own bedding materials.

For obvious reasons, individuals who are married are exempt from being required to permanently reside within a station. Instead, they are required to complete their 24-hour shift and utilize a "Duty Bunk" whenever they are on shift. The department does not cover housing expenses for individuals who do not reside within the fire station.

2. Does the Scholarship cover my food expenses?

**Answer:** Yes. The program covers groceries used to prepare your meals. You must keep all your grocery receipts and submit them at the end of the semester in order to be reimbursed. Food receipts must be from local stores & dated during the current fiscal year. Dry goods & supplements ordered from online suppliers is allowed. Food receipts, while the student is on vacation or out of state, will not be reimbursed unless the student is on a school-related trip or externship.

3. What about refrigerator/freezer space for food?

**Answer:** Each individual has either an assigned shelf in a large fridge & freezer or are assigned a single user fridge/freezer unit.

4. What about uniform expenses?

**Answer:** The department provides two pairs of uniform pants, two department T-shirts, one Class B uniform shirt and a biennial boot allowance of \$175. The black boots must meet certain department specifications. The department has specific design requirements for its uniforms. Do not make a purchase without prior authorization from the Quartermaster.

5. How does the scholarship work?

**Answer:** The scholarship is a 24 hours on-duty, 48 hours off-duty, schedule that is popular amongst fire departments throughout the nation. Scholarship recipients are not compensated for the time they volunteer. We have three shifts, A-shift, B-shift, and C-shift. You will be assigned to one of these three shifts. The on-coming shift and off-going shift meet for a debrief at each station at 0800 hours. All firefighters will wear Class B uniforms. Scholarship recipients will participate in all activities of a shift (i.e. apparatus checks, housekeeping, training, emergency responses, and special projects) under the supervision



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of their Shift Captain. If an individual has a University class or classes during that time, they must coordinate that with their Shift Captain and attend their classes.

### 6. Can I go home for the Holidays?

**Answer:** Probably. Our first priority is to ensure we have adequate staffing for emergency response, 24/7, 365 days a year. That is the whole purpose of this scholarship. Individuals are assigned to a shift. Leave is granted as long as there is adequate coverage remaining. Sometimes it is necessary for individuals to line up a firefighter from another shift to cover their position, while they are on leave. We are very flexible but obviously have to draw the line if everyone wants to leave at the same time. The priority of leave requests being granted will be based on department certifications achieved. Those that accomplish more training & certifications in the department receive preference in leave requests.

### 7. What about working during the holidays?

**Answer:** Each holiday break (Thanksgiving, Christmas, Spring Break) will have pre-established dates identified that will transition a select quantity of scholarship recipients from a non-paid status to a paid status, within those said dates, and then back to non-paid status after the particular holiday break is over. The Christmas break is one month long. Each scholarship firefighter is expected to work two weeks out of that month.

### 8. Can I go home for the full duration of summer?

**Answer:** For a limited amount of time. You become a Summer Hire for the department from approximately May to September and the scholarship program transitions you from non-paid to paid status. This requirement is subject to available funding. You are encouraged to take a one month vacation in the summer. Scholarship firefighters that will be expected to work for SVFD during the summer will be notified at the beginning of March. Individuals submit their request for which month they would like to take off, anytime during the Spring.

The Scholarship Program Coordinator will determine who has priority on each summer month request, based on department certifications achieved.

Should the department be faced with Summer Hire funding reductions, the individuals with the most department certifications, demonstrated work ethic and self-motivation, will be hired. Those individuals who cannot be hired for the summer will still have their dorm room over the summer and their scholarship in the coming fall semester. The SVFD will help pursue summer employment options for those individuals not hired.

### 9. How far away is the University Campus from the three Steese Fire Stations? Answer:

<u>Station</u>	<u>Physical Address</u>	<u>Miles</u>	<u>Driving Time</u>
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Station 61	800 William C. Leary Lane	6.7 miles	9 minutes
Station 62	585 Old Steele Creek Road	8.8 miles	12 minutes
Station 63	284 Goldstream Road	12.3 miles	16 minutes

### 10. Is transportation available to and from fire science classes?

**Answer:** Ultimately, you are responsible for your own transportation to classes, whether on duty or off. While you are on duty, your Captain determines whether one of the department's squad vehicles is not needed for the shift operations and can be freed up for classes. Transporting more than just one firefighter to class is expected. Squads used for this purpose is strictly for the use of the on-duty crew. If you are off duty, you will need to use your personal vehicle.

### 11. If I'm not an Alaska Resident, are my tuition fees at a higher rate?

**Answer:** Yes. Scholarship recipients that are non-residents pay a higher tuition fee than Alaska residents. Out-of-state recipients are responsible for covering the difference in tuition expense. Flexibility exists in that a higher amount of scholarship funds awarded in a semester, can be applied toward the out-of-state tuition, which would then reduce the other reimbursable amounts. It is highly advisable for out-of-state recipients to look into the Western Undergraduate Exchange (WUE) program that UAF participates in. Out-of-state students who are in the WUE program are charged less tuition fees than a typical non-resident student. Details of the WUE program are at the following link:

<http://www.uaf.edu/admissions/apply/wue/>

It is also recommended that you contact John George, Fire Science Program Coordinator Office: (907) 455-2879, Email: [jgeorge@alaska.edu](mailto:jgeorge@alaska.edu). He works with various financial assistance programs that the University offers, that may be of interest to you.

Another solution to stretch your tuition dollars is to sign up for online college courses. Courses of this nature do not have to be taken through CTC or UAF and the credits earned will be applied in the semester in which the class is completed.

### 12. What if I have other scholarships or the GI Bill?

**Answer:** The scholarship program is a reimbursement program, therefore if you receive scholarships, grants or a GI bill, the program will only reimburse expenses that are not covered by those programs. For example, if your tuition bill is \$6000 and your scholarship, grant or GI bill covers \$5000, you will only be reimbursed \$1000.

### 13. What is the process of getting reimbursed for my tuition & fees at the end of the semester?

**Answer:** First, make sure you keep every receipt of every expenditure you make during the semester. Our Office Manager will review each receipt to determine whether it can qualify



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to be reimbursed with scholarship funds. Once you have received all your grades at the end of a semester, you will meet with the Office Manager to print them off and schedule an appointment with the Scholarship Program Coordinator and your Shift Captain to complete a review of the semester's benchmarks.

The following benchmarks will be reviewed.

- Did the recipient achieve a 2.0-semester grade point average (GPA)?
- Did the recipient complete 12 credits minimum during the semester?
- Did the recipient participate in their assigned shift on a regular basis?
- Did the recipient complete their assigned semester project?

If all benchmarks are completed, the Scholarship Program Coordinator authorizes reimbursement and then the recipient works with the Office Manager on receipt totals. A check is then cut to reimburse the recipient within a couple of weeks.

13. What if I don't achieve one of the semester benchmarks?

**Answer:** The individual will be reimbursed for the "Failed Semester" but is then placed on "Academic Probation" for the following semester. If the student fails the semester they are on academic probation, they are still reimbursed but their scholarship is then terminated. If the recipient meets all semester benchmarks during their academic probation, they are reimbursed and taken off academic probation. Their scholarship then proceeds as normal.

14. What is meant by an "assigned semester project"?

**Answer:** Prior to the start of each semester, the Scholarship Program Coordinator assigns a department (semester) project to each scholarship recipient. Not all recipients will have the same project. Some will be tasked with achieving "Jump Seat Qualification", others may be assigned, Emergency Medical Technician 1 certification, Checked off to operate all Squads, achieve Firefighter 2 certification, Checked off to drive all ambulances, become a Lead Medic, etc. Assignments are based on what the department's operational needs are and what the capabilities of the recipient are. Assigned department projects are lined out so there is no concern of jeopardizing the student's academic success.

15. Am I responsible for any house cleaning chores?

**Answer:** Yes. In addition to normal housekeeping duties on shift, the normal "clean up after yourself" rule applies to everyone in the department, whether on duty or off duty.

16. Could my Scholarship ever be revoked?

**Answer:** Yes, it could happen. Other than not meeting the semester benchmarks while you are on academic probation, your scholarship may be revoked for any of the following infractions (but not limited to);



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- Driving under the influence
- Receiving a traffic violation that prohibits our insurance carrier from being able to ensure you.
- Insubordination
- Sexual Harassment or bullying
- Inappropriate behavior, both off-duty and on-duty.
- Criminal charges
- Blatant disregard and/or misuse of department-issued equipment, non-issued equipment or facilities.

Please direct any questions not answered by this FAQ to the Office Manager or the Scholarship Program Coordinator by emailing [recruitment@steesefire.org](mailto:recruitment@steesefire.org) or calling 907-457-3710