

What I Need to Know

- QRFS Rural Operations recognises the importance of new volunteers receiving a comprehensive induction to:
 - their brigade, Rural Operations and QFRS;
 - their role, responsibilities and the outcomes they are expected to deliver;
 - their responsibilities relating to the Code of Conduct, workplace health and safety requirements, emergency evacuation procedures, workplace harassment and discrimination and the need for compliance with brigade, Rural Operations, Queensland Fire and Rescue Service (QFRS) and the Department of Emergency Services (DES) policies and procedures;
 - local knowledge such as fire history, factors affecting fire behaviour, areas of high risk.
- Induction activities should be planned, structured and conducted by the brigade management committee or a person nominated by the committee.
- To assist newly accepted volunteers to become fully functional in their new role in the shortest possible period of time, induction activities are to be completed as soon as practicable after (and in most instances within three weeks of) their commencement date.

How I do it

- Nominate the appropriate person and organise an appropriate time with the new volunteer for the induction session.
- Utilise the Volunteer Induction Package provided by the QFRS Rural Operations training division.
- Ensure the new volunteer has a copy of the induction handbook for his or her own reference. Access additional copies through your Area Office.
- Include information about the brigade, how it functions, its equipment and facilities.

Reference Materials

- Volunteer Induction Package