



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 112

FIREFIGHTER OF THE YEAR

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Approved: Chief Mike Kennedy

I. PURPOSE

The importance of employee recognition cannot be overstated. Understanding this, SLFD command staff has developed a designation to be bestowed on one firefighter annually, who exemplifies our mission, vision, and guiding principles.

II. SELECTION PROCESS

At the November officers' meeting, the fire chief will call for nominations, based on the criteria listed in Section III of this procedure. A discussion will occur of those nominated based on the criteria listed. A secret ballot vote will be held. Each fire officer will be given one vote, with the fire chief only voting in the event of a tie. The fire chief will announce the Firefighter of the Year at the annual holiday party.

III. SELECTION CRITERIA

- A. Informally mentors newer employees.
- B. Displays a positive attitude.
- C. Willing to take on additional responsibilities/offers to assist with special projects or committees.
- D. Offers solutions rather than simply pointing out problems.
- E. Works to improve quality of training by being an active participant in group discussions and activities.
- F. Demonstrates initiative and station pride, by continually completing tasks while on standby without being asked by officers.
- G. No disciplinary issues during the current calendar year.
- H. Competent in fire and EMS operations.
- I. Takes pride in apparatus and equipment. .
- J. Delivers excellent customer service.
- K. Regular participation in public education and community events.
- L. High percentage of calls, exceeding department average
- M. Exceeds expectations in regards to night time response
- N. Maintained training attendance requirements throughout the year and actively participates in training.
- O. Attends outside training opportunities

Approved by
/s/ Chief Mike Kennedy