



BOARD OF FIRE AND POLICE COMMISSIONERS

Dear Applicant:

WELCOME!

The Board of Fire and Police Commissioners, the Fire Department, and the Village of River Forest are pleased you are interested in becoming a Firefighter/Paramedic for the Village. You will find the River Forest Fire Department offers an excellent career opportunity and provides an exciting and challenging environment in which to work. More details on the Department can be found in this packet.

The Village of River Forest, the Fire Department, along with the Fire and Police Commissioners seek to hire highly motivated and qualified individuals who represent a wide range of backgrounds. More details on the Department can be found in this packet and at: <https://www.vrf.us/departments/department/1>.

Please review all of the material carefully and follow the instructions exactly and completely to avoid delays or possible disqualification. All requirements must be met by the specified deadline dates. Applicants who do not meet the minimum requirements will not be allowed to continue with the testing process.

Submit your application no later than 4 PM, July 31, 2020.

The Commission urges you to do your best in the upcoming examinations and wishes you success.

BOARD OF FIRE AND POLICE COMMISSIONERS

MICHAEL T. TRUCCO, CHAIRPERSON

JOHN M. PHELAN, COMMISSIONER

JULIE JACOBS, COMMISSIONER



APPLICATION PACKET

These are the contents of the Firefighter/Paramedic Application Packet. They are listed in the order in which they are to appear in the Packet.

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RIVER FOREST FIRE DEPARTMENT
708-366-7629

APPLICANT INFORMATION

The following information will provide you with information regarding the River Forest Fire Department to enable you to make an informed decision as to whether you wish to test competitively for a position on the Firefighter/Paramedic Applicant Eligibility List. The testing is demanding and will take a period of time to complete. The test is conducted to maintain an Eligibility List required by law.

APPLICANT REQUIREMENTS

1. Applicants must be at least 21 years of age and under 35 years of age at the time of application unless exempt from such age limitation as provided in the Fire and Police Commissioners Act.
2. Applicants must be a U.S. Citizen, or provide proof of intention to become a citizen
3. Applicants must possess a high school education or its equivalent.
4. Applicants must be licensed and certified as a paramedic by the Illinois Department of Public Health upon hire.
5. Applicants must submit a copy of their CPAT + (Ladder Climb Exercise) Certification from a licensed administrator in Illinois dated between February 8, 2019 – August 8, 2020.

COMMUNITY INFORMATION

The Village of River Forest was incorporated in 1880. The population of the community is 11,172, with 4,176 housing units. The estimated median family income in 2015 was \$102,198. The village consists mainly of residential single-family homes, with some multi-family housing. There are commercial areas, primarily bordering North Avenue, Madison Street and the Lake Street area. The Village is home to two private universities.

FIRE DEPARTMENT

The River Forest Fire Department employs 15 full-time Firefighter/Paramedics, 4 Lieutenants, 1 Administrative Assistant, 1 Fire Marshal, and the Fire Chief.





TRAINING INFORMATION

Personnel that are appointed to the Department may be required to attend a basic firefighter training at an Academy of the Village's choosing.



Each recruit must:

1. Successfully complete the training program to become certified as a Firefighter Basic, Hazardous Materials Operations and Technical Rescue Awareness.
2. Pass the required examination administered at the Academy to be certified in the above areas in the State of Illinois.
3. After graduation from the Academy, the employee will be assigned to a three-week orientation program working with all three shifts to acclimate the employee to the Department and his or her role as a Firefighter/Paramedic for the Village of River Forest.
4. Applicant must be licensed and certified as a paramedic by the Illinois

Department of Public Health upon hire. The Applicant must become a qualified Paramedic in the Loyola University Medical Center EMS Program, the program under which River Forest presently operates, to qualify for Probationary Appointment as Fire Fighter/Paramedic and to start work with the Department.

Failure to accomplish these goals will result in dismissal of the recruit from the River Forest Fire Department.

CONDITIONS OF EMPLOYMENT

The River Forest Fire Department works on a 24-hour on-duty and 48 hours off-duty shift basis. Recruits are rotated annually so they will have the opportunity to work on all three shifts. Shift adjustments are made as necessary to maintain appropriate staffing. Currently, the shift hours are:

7:45 AM - 7:45 AM the next morning

At the discretion of the Fire Chief, personnel can be assigned to shift schedules to meet the demand of the Department.

SALARY (as of April 30, 2019)

Starting salary for Firefighter/Paramedics:	\$59,195 + \$5,809 Paramedic Pay
After 8 years (Top Pay):	\$95,234 + \$5,809 Paramedic Pay



EDUCATIONAL INCENTIVE

The River Forest Fire Department has an annual incentive pay program for those Firefighter/Paramedics who have obtained college credits as follows:

Certificate:	\$500.00
Fire Science or Nursing - Associate's Degree:	\$1,000.00
Fire Science or Nursing - Bachelor's Degree:	\$1,500.00
Fire Science or Nursing - Master's Degree:	\$1,750.00
Non-Fire Related - Associate's Degree:	\$800.00
Non-Fire Related - Bachelor's Degree:	\$1,200.00

TUITION REIMBURSEMENT PROGRAM

The River Forest Fire Department has a tuition reimbursement program that reimburses Firefighter/Paramedics for college education credit hours based on the grade achievement and available funding.

UNIFORM ALLOWANCE

The River Forest Fire Department uses a Quartermaster system in which clothing and equipment is replaced as needed.

VACATION SCHEDULE

- After Completion of One Year 5 shifts
- After Completion of Five Years 6 shifts
- After Completion of Seven Years 7 shifts
- After Completion of Nine Years 8 shifts
- After Completion of Eleven Years 10 shifts
- After Completion of Eighteen Years 12 shifts

HOLIDAYS

Employees receive pay for 12 holidays per year (New Year's Day, Lincoln's Birthday, Washington's Birthday, Easter, Memorial Day, Flag Day, July 4th, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day). Employees will work holidays unless it is a regularly scheduled day off or benefit time is approved. Holiday payouts are made twice each year.

SICK LEAVE POLICY

Employees earn twelve hours of sick leave per month and can accrue up to 2880 hours of sick time over the period of employment.

For more information regarding salary, benefits, and other requirements of employment, please review the collective bargaining agreement.



AMERICANS WITH DISABILITIES ACT

REASONABLE ACCOMMODATION OF AN APPLICANT

Under the Americans with Disabilities Act (ADA), reasonable accommodation must be provided in the job application process to enable a qualified applicant to have an equal opportunity to be considered for a position. The Village of River Forest is obligated to make an accommodation only to the known limitations of an otherwise qualified individual with a disability.

It is the responsibility of the applicant with a disability to inform the Village of River Forest that an accommodation is needed to participate in the application process. The Village of River Forest is not required to provide an accommodation if unaware of the need. An applicant seeking an accommodation for any phase of the initial selection process (i.e., orientation or written examination) shall file a written request at least ten (10) days prior to the date the selection step is held for which an accommodation is being sought.

If any member of the Village staff is approached during any phase of the selection process by a candidate requesting an accommodation in order to participate in that process, the individual should be referred immediately to the Assistant Village Administrator at 708-714-3554. The Assistant Village Administrator shall provide the applicant with a procedure for requesting a reasonable accommodation. Village staff shall not authorize or approve an accommodation or suggest such approval and shall not allow the applicant to continue in the process with the benefit of the accommodation, without the express written authorization of the Assistant Village Administrator.



VILLAGE OF RIVER FOREST FACT SHEET

River Forest is a vibrant community of beautiful homes, dedicated to high cultural and educational ideals, and emphasizing service to its population. The affluence of its early settlers shaped the character of the community. They built large, lovely homes and donated land and money to build fine schools and churches. River Forest is known as the “Village of Churches and Schools”. This together with River Forest’s appealing wooded comforts and proximity to Chicago attracted other wealthy families to the Village.

River Forest has been a settled community for more than 15 decades; it is two and one half square miles in area and has a population of 11,172 residents. During the early years, well-known architects practiced their art in the village. As a result, homes in River Forest reflect the many periods of home design. Superb examples are contained within an historic district, encompassing a quarter of the community’s residences and displaying an array of Italianate, Queen Ann, Medieval, and Classic Revival architectural designs. Prominent Prairie School designs by the pioneering architectural genius Frank Lloyd Wright are also present.

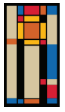
Most of River Forest’s dwellings were constructed before World War II, several sections of the community contain modern, four and five story condominiums and apartments offering luxury with the demand of single family home ownership. Homes range in price from \$185,000.00 to over \$4,000,000.00.

River Forest is a Village form of government with a Village President and six Trustees. A full time professional Village Administrator runs the day to day operations. There is a fully manned Police Department, full time Fire Department, and a full time Public Works Department.

The River Forest Town Center, containing shops and eateries and has been very successful.

River Forest is the home of Dominican University (formerly Rosary College) affiliated with the Roman Catholic Church and Concordia University with the Lutheran Missouri Synod Church.

Almost fully developed, the village strives for maintenance and improvement of its infrastructures, assuring future generations the same high standard and quality of life that is a tradition in River Forest.

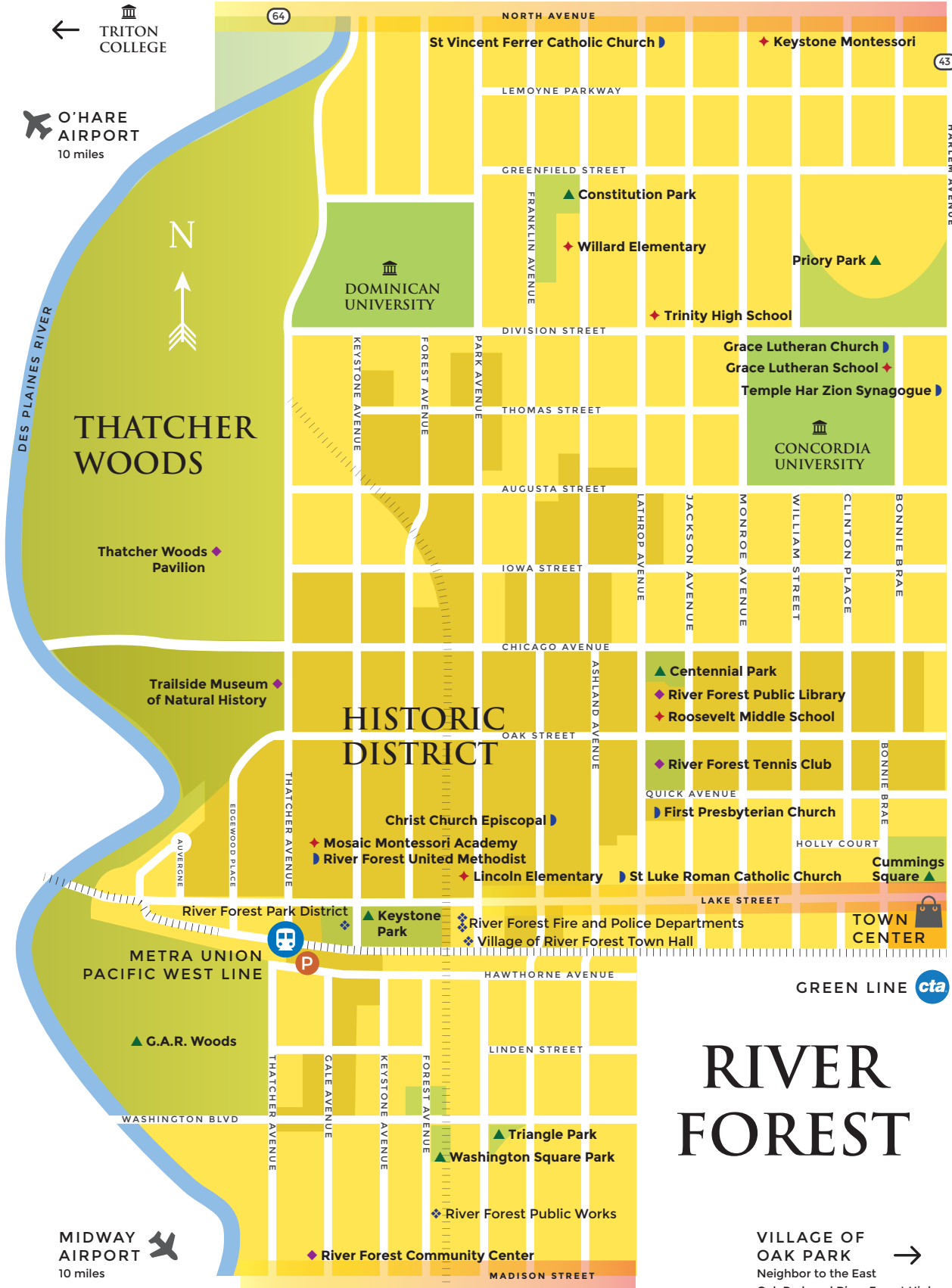


RIVER FOREST

Proud Heritage • Bright Future

Centrally Located, West Suburb, Less than 20 Minutes to the Loop, Near I-290

15 Minutes from Major Shopping of Rosemont and Oak Brook



- Highlights**
- ◆ Forest Preserves of Cook County
 - ◆ River Forest Community Center
 - ◆ River Forest Public Library
 - ◆ River Forest Tennis Club
 - ◆ Trailside Museum of Natural History
 - ◆ Thatcher Woods
 - ◆ Thatcher Woods Pavilion
 - ◆ G.A.R. Woods

- Parks**
- ▲ Constitution Park
 - ▲ Centennial Park
 - ▲ Cummings Square
 - ▲ Keystone Park
 - ▲ Priory Park
 - ▲ Washington Square Park
 - ▲ Washington Triangle Park

- Business**
- Lake Street Business District
 - Madison Street Business District
 - North Avenue Business District
 - River Forest Town Center Shopping

- Public**
- ❖ River Forest Fire Department
 - ❖ River Forest Park District
 - ❖ River Forest Police Department
 - ❖ River Forest Public Works
 - ❖ Village of River Forest Town Hall

- Education**
- ◆ Concordia University Chicago
 - ◆ Dominican University
 - ◆ Grace Lutheran School
 - ◆ Keystone Montessori
 - ◆ Lincoln Elementary
 - ◆ Mosaic Montessori Academy
 - ◆ Oak Park River Forest High School
 - ◆ Roosevelt Middle School
 - ◆ Trinity High School
 - ◆ Willard Elementary

- Worship**
- ▶ Christ Church Episcopal
 - ▶ Grace Lutheran Church
 - ▶ St Vincent Ferrer Catholic Church
 - ▶ Temple Har Zion Synagogue
 - ▶ River Forest United Methodist
 - ▶ St Luke Roman Catholic Church
 - ▶ First Presbyterian Church

vrf.us
rfhappenings.com



DOWNTOWN CHICAGO
10 miles →

RIVER FOREST

VILLAGE OF OAK PARK →
Neighbor to the East
Oak Park and River Forest High School, 201 Scoville Avenue (1 mi)

← **TRITON COLLEGE**

← **O'HARE AIRPORT**
10 miles



THATCHER WOODS

Thatcher Woods Pavilion ◆

Trailside Museum of Natural History ◆

HISTORIC DISTRICT

Christ Church Episcopal ▶

◆ Mosaic Montessori Academy
▶ River Forest United Methodist

◆ Lincoln Elementary ▶

▲ Centennial Park

◆ River Forest Public Library

◆ Roosevelt Middle School

◆ River Forest Tennis Club

▶ First Presbyterian Church

▲ Cummings Square

METRA UNION PACIFIC WEST LINE

▲ G.A.R. Woods

HAWTHORNE AVENUE

LINDEN STREET

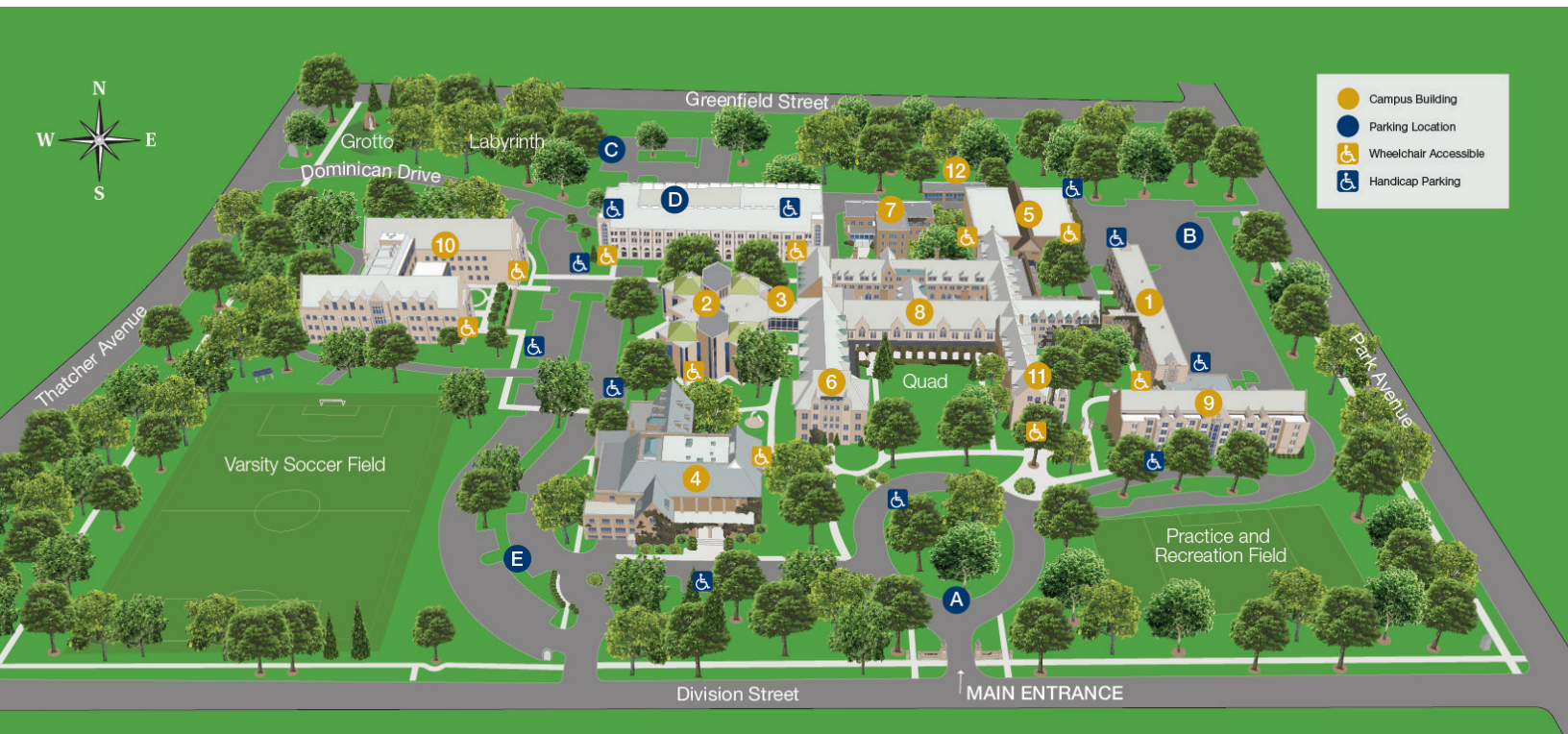
▲ Triangle Park
▲ Washington Square Park

❖ River Forest Public Works

◆ River Forest Community Center

MIDWAY AIRPORT ✈
10 miles

Dominican University Main Campus



- 1. Coughlin Hall**
Coughlin Commons
Residence Hall
Student Life
Welcome and Information Desk
Wellness Center
- 2. Rebecca Crown Library**
Butler Children's Literature Center
Cyber Café
Office Services/Mailroom
Springer Suite
Welcome and Information Desk
- 3. Rebecca Crown Library Link**
Academic Advising
Archives and Special Collections
College of Applied Social Sciences
 School of Education
 School of Information Studies
 School of Social Work
Dean of Students
Student Success and Engagement
- 4. Fine Arts Building**
Box Office
Lund Auditorium
Eloise Martin Recital Hall
Performing Arts Center
Sienna Center
Slate Lobby

- 5. Igini Sports Forum**
- 6. Lewis Memorial Hall**
Admissions
Auxiliary Services
Brennan School of Business
Bursar/Student Accounts
Business Office
Civic Learning
El Centro
Enrollment Management and Marketing
Financial Aid
Human Resources
Lewis Lounge
Mulroy Lounge
O'Connor Art Gallery
Office of Diversity, Equity and Inclusion
Office of the President
Registrar
Rosary College of Arts and Sciences
Study Abroad
Support Center
Title V
Technology Center
Welcome and Information Desk
- 7. Magnus Arts Center (MAC)**
Sr. Nona McGreal Center for Dominican Historical Studies
External Engagement

- 8. Mazzuchelli Hall**
Admission Operations
Cloister Walk
Dining Hall
Interfaith Prayer Room
Mothers' Room
Noonan Reading Room
Residence Hall
entrance through Coughlin Commons
Rosary Chapel
entrance through Lewis Memorial Hall
Social Hall
The Underground
University Ministry
- 9. Murray Hall**
Residence Hall
entrance through Coughlin Commons
- 10. Parmer Hall**
Academic Enrichment Center
Bluhm Science Center
Bluhm Lecture Hall
Borra Center for Teaching and Learning Excellence
Borra College of Health Sciences
Christopher Nutrition Sciences Center
Disability Support Services
Founders' Court

- Office of the Provost
MacNeil School of Nursing
Shaffer Silveri Atrium
Welcome and Information Desk
- 11. Power Hall**
Alumnae/i Relations
Athletics
Clock Lobby
Cusack Board Room
Fitness Center
Residence Hall
entrance through Coughlin Commons
Stepan Bookstore
The "L"
University Advancement

- 12. Office of Marketing and Communications and Enrollment Systems**

PARKING

- A. Circle Drive
Visitor Parking
- B. East Parking Lot
- C. Greenfield Parking Lot
- D. Parking Garage
Bike DU
Office of Campus Safety
Physical Plant
- E. West Parking Lot



DOMINICAN UNIVERSITY
Where Learning Demands More

7900 W. Division Street, River Forest, Illinois 60305

Dominican University is proud to be a tobacco-free campus

dom.edu | 708.366.2490

updated 08.22.19



DOMINICAN UNIVERSITY

7900 W. Division Street
 River Forest, Illinois 60305
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dom.edu



P East Parking Lot
 For Resident Students

STUDIO
 Marketing and Communications
 and Enrollment Systems

Igini Sports Forum
 Collins Running Track

Magnus Arts Center
 McGeal Center for Dominican Studies
 Events Services

Parking Garage
 BikedU
 Office of Campus Safety
 Physical Plant

Chic Learning Office
 Coughlin 098, 096, 094, 032, 028, 022 & 20
 Student Life Offices
 Coughlin 029, 033, 031, 029, 025, 027
 Wellness Center
 Coughlin 016

Fitness Center
 Entrance on Lower Level

Athletic Offices
 Power 138, 134, 135, 133, 131, 129, 127, 125

Residence Halls:
 Coughlin Commons and Murray Hall

Stairwell to the lower level of
 Coughlin Commons:
 - Wellness Center
 - S.L.O.: Student Life Office

Power 101
Cusack Board Room
 Power 119, 115, 113, 111, 109, 107, 104, 100
 University Advancement
 Power 118, 116, 114, 112, 110, 108

Power Hall Entrance
 Wheelchair Accessible

Team Room
Stepan Bookstore
 Restrooms on Lower Level
 Ramp
 Wheelchair Accessible
 First Floor of Power Resident Halls

Dining Services Kitchen
 The Underground
 Entrance on Lower Level
 Serverly Area

Social Hall

Cloister Walk

The Quad

Main Campus:
 1st Floor
 Lewis, Mazzuchelli & Power Hall
 Lower Level
 Coughlin, Mazzuchelli & Power Hall

Stairwell to the 2nd Floor of Lewis Hall:
 Wheelchair Accessible

- Business Office
- Brennan School of Business
- Civic Learning
- El Centro
- Enrollment Management / Admission Operators
- Office of Diversity, Equity and Inclusion
- Mothers' Room
- Rosary Chapel
- Study Abroad
- Title V
- University Ministry

Stairwell to the Lower level of Lewis Hall:
 Support Center
 Technology Center

Dining Services Kitchen
 Lewis 130 Classroom
 Lewis 131 Classroom
 Ramp
 Lewis 129 Annex - HR
 "Secret Garden"

Lower Level of Crown Library:
 - Auxiliary Services
 - Oper Care
 - Office Services
 - Welcome and Information Desk

Student Success and Engagement LL100
 Library Link
 Rebecca Crown Library

Power 102 A + B
 Lewis 120 Financial Aid
 Lewis 119 Student Accounts
 Lewis 115 Registrar's Office
 Lewis 109 Enrollment Management and Marketing
 Lewis 108 Admissions
 Lewis 107
 Men's Restroom
 Women's Restroom
 Lewis 116
 Lewis 110
 Lewis 112
 Lewis 114
 Lewis 118
 Power 119
 Power 115
 Power 113
 Power 111
 Power 109
 Power 107
 Power 104
 Power 100

Murray Lounge
WID
President's Office
 Men's Restroom

Main Entrance

To Fine Arts / DUPAC

To Parmer Hall

Dominican University Priory Campus



1. Priory

South Entrance
ELS Language Center
Aula Auditorium
Dining Hall

2. Aquinas Hall

East Entrance
Great Hall
Head Start Program
Interfaith Prayer Room
Mothers' Room
Priory Reading Room
Welcome and Information Desk

3. St. Thomas Aquinas Garden

4. Goedert Center for Early Childhood Education

5. Priory Courtyard

Parking

A. East Lot
B. Front Lots
C. Ring Road
D. Village of River Forest Lot

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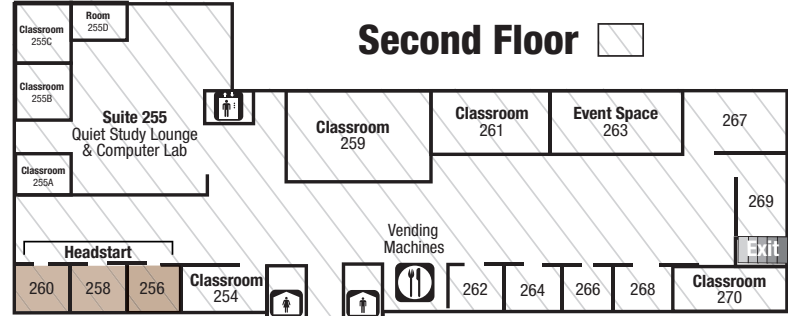
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For shuttle request or assistance, please contact, Office of Public Safety at (708) 524-5999.

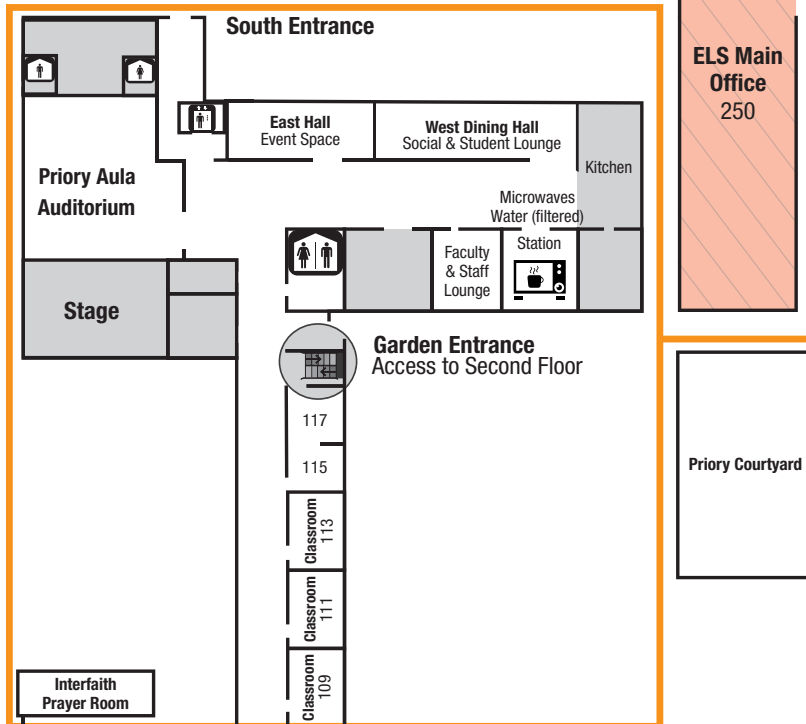
Classrooms 255 A, B, C

Second Floor



Wheelchair Accessible

South Entrance



Garden Entrance Access to Second Floor

ELS Main Office 250

Priory Courtyard

Interfaith Prayer Room

Priory Reading Room

Main Entrance



Wheelchair Accessible






Mothers' Room

Stairwell to the lower level of Aquinas Hall North Wing
- Classrooms: 010, 014, 015, 018, 020, 021
- Entrance to the Great Hall / Student Lounge

Priory Campus:

Offices & Departments

-  ELS Language Center
-  Head Start Program—256, 258 and 260
-  CASS MCR instructors room



Rose K. Goedert Center
Childcare