

RECRUITMENT AND RETENTION STRATEGIC PLAN FOR THE

FIRE/EMS COMPANY

Month _____, Year _____

In today's world, whether an organization is totally volunteer, a combination services or paid/career; recruiting and retaining quality personnel is challenging, time consuming and critical to sustaining effective operations.

As part of this project, the following information was developed to assist the _____ Fire/EMS Company in enhancing their recruitment and retention efforts. Recruiting members to meet the needs of the organization and then keeping those individuals involved in the service is critical to sustaining the value brought to the community through neighbors helping neighbors.

The following chart provides an approach for use by the organization to plan its recruitment and retention activities. A reference text with support details and other useful tools for implementation is provided under separate cover.

20__ – 20__ Recruitment and Retention Plan

Activity	Timing	Resource & Location	Responsibility	Status
1. Assign a Recruitment & Retention Committee, and develop benchmarks for success	Mo/Yr	<p style="text-align: center;">THESE ARE EXAMPLES, CUSTOMIZE THIS PLAN TO YOUR ORGANIZATION AND PROGRAMS</p> <p>Use program criteria from support documents</p> <p>Implement SAFER grant borough-wide</p>		
2. Implement Everyone Get One Campaign	Mo/Yr through Mo/Yr	Use program criteria from support documents		
3. Conduct Junior Firefighter Recruiting Drive in High School	Mo/Yr	Use program criteria from support documents		
4. Determine other possible initiatives from Volunteer Recruitment & Retention Manual” provided	Mo/Yr	“USFA Recruitment and Retention Manual”		
5. Poll members of additional incentives of interest to members	Mo/Yr	Use program criteria from support documents		
6. Implement incentives of interest to members	Mo/Yr through Mo/Yr	Local Sources		
7. Develop budget for 20__ Recruitment & Retention Initiatives	Mo/Yr			
TBD – local issues				
TBD – local issues				
TBD – local issues				
Create Mo/Yr Plan based on success and failure in Mo/Yr	Mo/Yr			