



## Fire Service Instructor – Level 1 - Fire 203 Fire Innovation Training Certification

### Course Outline

COURSE IMPLEMENTATION DATE: September 2008  
OUTLINE EFFECTIVE DATE: September 2019  
COURSE OUTLINE REVIEW DATE: April 2024

---

#### GENERAL COURSE DESCRIPTION:

This course meets and exceeds based on NFPA 1041: Standard for Fire Service Instructor Professional Qualifications, and may lead to Pro Board certification upon successful completion. The course is designed for individuals who want to develop the knowledge and ability to deliver instruction effectively from a prepared lesson plan, including instructional aids and evaluation instruments; adapt lesson plans to the unique requirements of the students and the authority having jurisdiction; organize the learning environment so that learning is maximized and safe; and meet the record-keeping requirements of the authority having jurisdiction.

---

**Program Information:** This course is delivered as a standalone Fire Course as part of the specialized training program.

---

**Delivery:** This course is delivered as a face to face Fire Course only.

**COTR Credits:** 2

**Hours for this course:** 40 hours

#### Typical Structure of Instructional Hours:

Instructional Activity	Duration
Lecture Hours	32
Practical Skills Training	8
Laboratory / Studio Hours	
Practicum / Field Experience	
Other Contact Hours	
<b>Total</b>	40

#### Practicum Hours (if applicable):

Type of Practicum	Duration
On-the-Job Experience	N/A
Formal Work Experience	N/A
Other	N/A
<b>Total</b>	N/A

**Course Outline Author or Contact:**  
Walt Osellame, Fire Coordinator (FIT)

\_\_\_\_\_  
Signature

---

**APPROVAL SIGNATURES:**

Department Head  
Joy Brown  
E-mail: [jbrown3@cotr.bc.ca](mailto:jbrown3@cotr.bc.ca)

Dean of Trades and Technology  
Dr. Jack Moes  
E-mail: [jmoes@cotr.bc.ca](mailto:jmoes@cotr.bc.ca)

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Dean Signature

EDCO

Valid from: September 2019 – April 2024

\_\_\_\_\_  
Education Council Approval Date

---

**COURSE PREREQUISITES AND TRANSFER CREDIT:**

**Prerequisites:** None

**Flexible Assessment (FA):**

Credit can be awarded for this course through FA  Yes  No

Learners may request formal recognition for flexible assessment at the College of the Rockies through one or more of the following processes: External Evaluation, Worksite Assessment, Demonstration, Standardized Test, Self-assessment, Interview, Products/Portfolio, Challenge Exam. Contact an Education Advisor for more information.

**Transfer Credit:** For transfer information within British Columbia, Alberta and other institutions, please visit <http://www.cotr.bc.ca/Transfer>.

Student should also contact an academic advisor at the institution where they want transfer credit.

## Textbooks and Required Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

Jones & Bartlett:  
(2012, 2<sup>nd</sup> Edition) Fire & Emergency Services & Instructor Principle & Practices  
(2019, 3<sup>rd</sup> Edition) Fire & Emergency Services & Instructor Principle & Practices

*Please see the instructor syllabus or check COTR's online text calculator*

*[http://www.cotr.bc.ca/bookstore/cotr\\_web.asp?IDNumber=164](http://www.cotr.bc.ca/bookstore/cotr_web.asp?IDNumber=164) for a complete list of the currently required textbooks.*

---

## LEARNING OUTCOMES:

Upon the successful completion of this course, students will be able to perform the duties of a Fire Instructor to the criteria set by the National Fire Protection Association, standard NFPA 1041 – Level 1:

- assemble course materials;
  - prepare requests for resources;
  - schedule single instructional sessions;
  - complete training records and report forms;
  - review instructional materials;
  - adapt a prepared lesson plan;
  - organize the classroom, laboratory, or outdoor learning environment;
  - present prepared lessons;
  - adjust presentation;
  - adjust to differences in learning styles, abilities, cultures, and behaviors;
  - operate audiovisual equipment and demonstration devices;
  - utilize audiovisual materials;
  - administer oral, written, and performance tests;
  - grade student oral, written, or performance tests;
  - report test results; and
  - provide evaluation feedback.
- 

## COURSE TOPICS:

- Today's Emergency Services Instructor
  - Legal Issues
  - Methods of Instructors
  - The learning process
  - Communication Skills
  - Lesson Plans
  - The Learning Environment
  - Technology in Training
  - Safety during the Learning Process
  - Evaluating the Learning Process
-

## EVALUATION AND ASSESSMENT (Face-to-Face Delivery):

Assessment of learning follows standard testing procedures as defined by the Pro Board Fire Service Professional Qualifications System.

Assessment	% Of Total Grade
The <b>theory</b> portion of the course is assessed with a Pro Board-approved written test. Students must achieve a minimum mark of 70%.	50%
The <b>practical skills</b> portion of the course is assessed on a pass/fail basis. Students must earn a passing grade on each of the skills tests as required by the Pro Board.	50% 100%
A passing grade is required in both theory and practical skills components in order to earn credit for the course.	

---

### EXAM POLICY:

Students must attend all required scheduled exams that make up a final grade at the appointed time and place.

Individual instructors may accommodate for illness or personal crisis. Additional accommodation will not be made unless a written request is sent to and approved by the appropriate Department Head prior to the scheduled exam.

Any student who misses a scheduled exam without approval will be given a grade of "0" for the exam.

---

### COURSE GRADE:

Course grades are assigned as follows:

COM	Completed to defined standard
NCG	No Credit Granted

A grade of COM is awarded for a minimum of 70% on all theory based tests and a pass on all practical assignments.

---

### ACADEMIC POLICIES:

See [www.cotr.bc.ca/policies](http://www.cotr.bc.ca/policies) for general college policies related to course activities, including grade appeals, cheating and plagiarism.

**COURSE CHANGES:**

Information contained in course outlines is correct at the time of publication. Content of the courses is revised on an ongoing basis to ensure relevance to changing educational, employment and marketing needs. The instructor endeavours to provide notice of changes to students as soon as possible. The instructor reserves the right to add or delete material from courses.