



# California State Fire Training



Bus (916) 445-8444

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## INTERIM SFT PROCEDURES

**Procedure Title:** **Instructor (series) Instructor**  
**Effective Date:** April 18, 2014  
**Section Change:** Added Instructor I and Instructor II to the Instructor discipline.

### New Instructors

New Instructors beginning to pursue instructor registration for the courses listed above should utilize the requirements listed on the subsequent interim procedure pages.

### Current Instructors

- Current **Training Instructor 1A, 1B, or 1C** Instructors are authorized to deliver **Instructor I** and **Instructor II**

**Justification:** The State Board of Fire Services has approved both the Instructor I and Instructor II curriculum and their associated educational requirements. These changes are directed at meeting the specific Job Performance Requirements established in NFPA standard 1041. The current SFT Procedures Manual dated May 2008 does not include these new courses. This interim procedure clarifies the instructor registration requirements for Instructors seeking to teach the new courses.

**Point of Contact:** Lynne Gibboney, Office (916) 445-8154 e-mail: [Lynne.Gibboney@fire.ca.gov](mailto:Lynne.Gibboney@fire.ca.gov)

**Approved By:**

Mike Richwine, Assistant State Fire Marshal

*This Interim Procedure provides guidance and/or interpretation on State Fire Training Procedures and shall be effective for 12 months from the approval date.*

## 6.8.11: INSTRUCTOR SERIES INSTRUCTOR

### 6.8.11.1: Eligible Courses

CFSTES Courses	FSTEP Courses
<ul style="list-style-type: none"> <li>• <b>*Instructor I: Instructional Methodology</b></li> <li>• <b>*Instructor II: Instructional Development</b></li> <li>• Training Instructor 1A: Cognitive Lesson Delivery</li> <li>• Training Instructor 1B: Psychomotor Lesson Delivery</li> <li>• Training Instructor 1C: Instructional Development Techniques</li> <li>• Fire Instructor 2A: Techniques of Evaluation</li> <li>• Fire Instructor 2B: Group Dynamics/Problem Solving</li> <li>• Fire Instructor 2C: Employing Audiovisual Aids</li> </ul>	<ul style="list-style-type: none"> <li>• Ethical Leadership in the Classroom</li> <li>• Instructional Techniques for Company Officers</li> </ul>

**\*New**

### 6.8.11.2: General Qualifications

- A. A primary instructor for a CFSTES or FSTEP Fire Instructor course shall meet the qualifications required of all SFT registered primary instructors.
1. See **\*6.2.1: Qualifications**.

### 6.8.11.3: Instructor Requirements

- A. **\*A primary instructor for Instructor I or Instructor II course must have attended and passed Instructor I, Instructor II, and Fire Instructor 2A, 2B, and 2C.**
- B. A primary instructor for Training Instructor 1A-1C and Fire Instructor 2A-C courses must have attended and passed Training Instructor 1A, 1B, and 1C and Fire Instructor 2A, 2B, and 2C.
- C. A primary instructor for Ethical Leadership in the Classroom must have attended and passed Instructor I and II (or Training Instructor 1A, 1B, and 1C) and Fire Instructor 2A, 2B, and 2C.

### 6.8.11.4: Teaching Experience

- A. A primary instructor for the CFSTES Instructor Series courses shall have taught a minimum of 160 hours within a fire service related program.
- B. A primary instructor for a FSTEP course shall have taught a minimum of 80 hours within a fire service related program.

### 6.8.11.5: Rank and Professional Experience

- A. A primary instructor for a CFSTES or FSTEP Instructor course shall meet the rank and professional experience qualifications listed below.
1. Performing in an "acting" capacity does not qualify.

CFSTES Courses	Rank and Experience
<ul style="list-style-type: none"> <li>• Training Instructor 1A</li> <li>• Training Instructor 1B</li> <li>• Training Instructor 1C</li> </ul>	<ul style="list-style-type: none"> <li>• Held the position of designated agency training instructor within a California fire department for a minimum of three years</li> </ul>
<ul style="list-style-type: none"> <li>• <b>*Instructor I</b></li> <li>• <b>*Instructor II</b></li> </ul>	<ul style="list-style-type: none"> <li>• Held the position of designated agency instructor within a California fire department for a minimum of three years</li> </ul>
<ul style="list-style-type: none"> <li>• Fire Instructor 2A</li> <li>• Fire Instructor 2B</li> <li>• Fire Instructor 2C</li> </ul>	<p>Both required:</p> <ul style="list-style-type: none"> <li>• Held the position of designated agency training instructor within a California fire department for a minimum of three years</li> <li>• Has specific course-related expertise</li> </ul>

**\*New**

FSTEP Courses	Rank and Experience
<ul style="list-style-type: none"> <li>• Ethical Leadership in the Classroom</li> </ul>	<p>All required:</p> <ul style="list-style-type: none"> <li>• Have a minimum of five years' full-time paid experience in a Recognized Fire Agency in California as a fire fighter</li> <li>• Held the rank of chief officer for a minimum of two years <ul style="list-style-type: none"> <li>○ Two letters of recommendation from current Ethical Leadership in the Classroom primary instructors waives this requirement.</li> </ul> </li> <li>• Have a minimum of five years' experience as an SFT registered instructor in good standing</li> <li>• Taught a minimum of three CFSTES courses within the last five years</li> </ul>
<ul style="list-style-type: none"> <li>• Instructional Techniques for Company Officers</li> </ul>	<ul style="list-style-type: none"> <li>• Held the rank of fire fighter performing suppression/rescue duties within a Recognized Fire Agency in California for a minimum of two years</li> </ul>

## 6.2.1: QUALIFICATIONS

- A. These qualifications apply to all individuals seeking primary instructor registration with SFT. Additional qualifications and specific requirements to teach specific courses are listed in **6.8: Instructional Disciplines**.

### 6.2.1.1: Course Work

- A. Has passed the SFT course he or she is applying to teach.
- B. In cases where an individual has not completed the SFT course he or she wishes to teach, he or she may attempt to qualify through the Peer Assessment for Credential Evaluation (PACE II) process.
1. See **2.2: Peer Assessment for Credential Evaluation (PACE II) Committee**.
  2. See **6.2.6: Peer Assessment for Credential Evaluation (PACE II) Process**.

### 6.2.1.2: Instructor Requirements

- A. Has completed SFT's Regional Instructor Orientation (RIO) within the previous 12 months
- B. Has completed SFT's Ethical Leadership in the Classroom course and signed the SFT Instructor Code of Ethics/Conduct (See **11.7: Instructor Code of Ethics/Conduct**.)
- C. Has fulfilled one of the following instructor training qualifications:
- **\*Attended and passed SFT Instructor I and Instructor II**
  - Attended and passed SFT Training Instructor 1A, 1B, and 1C
  - Attended and passed SFT Fire Instructor 1A and 1B and Training Instructor 1C or Fire Instructor 2A
  - Holds a valid lifetime community college teaching credential
  - Completed the 60-hour Techniques of Teaching course from a University of California (UC) or California State University (CSU) institution
  - Completed the National Fire Academy's (NFA) Fire Service Instructional Methodology course
  - Completed four semester units of upper-division credit in educational materials, methods, or curriculum development

**\*New**

### 6.2.1.3: Teaching Experience

- A. Has a minimum 80 hours of classroom teaching experience in a fire service-related program

### 6.2.1.4: Rank and Professional Experience

- A. Meets the rank and experience requirement for the course he or she is applying to teach (See **6.8: Instructional Disciplines**.)
1. Performing in an "acting" capacity does not qualify.