



California State Fire Training

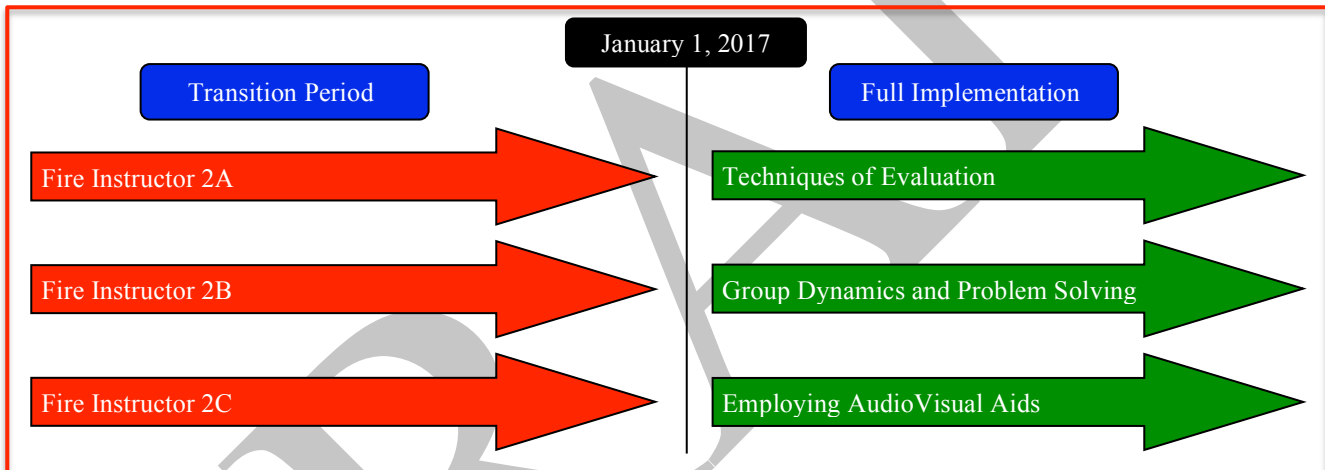
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FSSTEP Instructional Development Series Implementation Plan

This document is intended to provide information for all State Fire Training (SFT) stakeholders on the update of retired courses. Historically, three (3) courses were required for the level 2 certification of the Instructor Curriculum. These courses were retired with the adoption of the new Instructor I (2014) and Instructor II (2014) curriculum. It is intended to maintain professional development of Instructors desiring to teach the Instructor I and Instructor II course curriculum. The Instructor Curriculum Cadre is recommending to maintain the requirements with in-depth training with these updated three (3) courses for Instructors to qualify for teaching the new Instructor I and Instructor II.



FSSTEP: Instructional Development Series

Fire Instructor 2A/2B/2C Process..... **Retired - December 31, 2016**

Current instructors qualified to teach current level I and level II Instructor curriculum will remain approved to teach California Fire Service Training Education System (CFSTES) Instructor courses based on approval of the applicant's subject matter expertise and qualifications.

In order to become qualified as a new instructor the applicant must complete and submit the following:

- Instructor Registration application form
- Letter of Experience verifying subject matter expertise from a Recognized California Fire Agency which is signed by the Fire Chief or authorized designee
- A current resume
- Regional Instructor Orientation (RIO) Course completion certificate (within last 2 years)
- Ethical Leadership in the Classroom Course completion certificate
- Instructional Methodology (one of the following options):
 - Completion of Fire Instructor 1A & 1B and Training Instructor 1C *OR*

- Completion of Training Instructor 1A and 1B and IC
- Must be certified Instructor I and certified Instructor II

And must have completed:

- Techniques of Evaluation
- Group Dynamics and Problem Solving
- Employing Audiovisual Aids

Current Registered Instructors

If you are a current Registered Instructor for delivering Instructor I and/or Instructor II in good standing with State Fire Training, there is **NO CHANGE** regarding your instructor registration status. Current Registered Instructors continue as Registered Instructors provided they remain in good standing.

Registered Instructors (in good standing) can add additional “qualifications” for teaching additional courses by completing the instructor application, submitting a letter of experience with agency approved signature verifying their subject matter expertise, and completion of course specific task book, if applicable.

CERTIFIED INSTRUCTOR

Current Instructor Certification

Certified Instructors currently are certified after demonstrating proficiency in instructional development, course delivery techniques and student evaluation; however, it does not authorize them teach SFT curriculum. This is an established level of certification within the instructional methodology.

Training Instructor I Certification utilizing Training Instructor 1A/1B/1C:

Training Instructor 1A, Training Instructor 1B and Training Instructor 1C Courses retired on December 31, 2016. Fire personnel desiring to complete their certification as Training Instructor I, will have until December 31, 2017 to complete their task book, submit documentation of their teaching experience, application and fees in order to become certified before December 31, 2017.

Instructor I Certification utilizing the new Instructor I Course:

A new method for certification as Instructor I include successful completion of the Instructor I Course, completion of a task book application, task book, documented teaching experience, an application and fees.

2017 NEW REQUIREMENTS TO TEACH STATE FIRE TRAINING COURSES

LEVEL 1 – CERTIFIED INSTRUCTOR I

Effective January 1, 2018, the qualifications for a level 1 certified instructor will be changed to include the following additional requirement:

- Ethical Leadership in the classroom

Career Certification Only

An applicant seeking to become a certified Instructor I will need to include the following in their application package: successful completion of the Instructor I Course, Ethical Leadership in the Classroom, completion of a task book, documented teaching experience, an application and fees.

LEVEL 2 – CERTIFIED INSTRUCTOR II

Career Certification Only

Utilizing the Instructor II Curriculum:

For applicants applying to become level 2 certified using the new Instructor II curriculum, the following will need to be submitted: Instructor I certification, successful completion of Instructor II: Instructional Development, Ethical Leadership in the Classroom, Regional Instructor Orientation, completion of a task book, documented teaching experience, an application and fees.

Utilizing the retired Fire Instructor 2 curriculum:

For applicants applying to become level 2 certified using the retired Fire Instructor 2 curriculum no equivalency has been established and applicants will be required to either take the new Instructor II or apply for a Pace II review of their instructor qualifications.

Teaching CFSTES and FSTEP Curriculum

For those who have been certified as a level II instructor (Fire Instructor II or Instructor II) who would like to teach the FSTEP and CFSTES Courses must submit the following:

- Teaching Request Application form
- Letter of Experience verifying subject matter expertise from your fire agency signed by the Fire Chief or authorized designee
- A current resume
- Ethical Leadership in the Classroom Course completion certificate
- Regional Instructor Orientation Course completion certificate
- Copies of the course completion certificates for the courses you want to teach