



California State Fire Training



Bus (916) 445-8444

osfm.fire.ca.gov/training/training.php

INTERIM SFT PROCEDURES

Procedure Title: **Instructor (series) Instructor**
Effective Date: November 20, 2014
Section Change: Added Instructor III to Instructor Registration.

New Instructors

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

Current Instructors

Current **Training Instructor 1A, 1B, or 1C** Instructors shall be authorized to deliver **Instructor III**. Applicants must also submit a Chief's letter confirming three years' experience in a training program management position.

Justification: The State Board of Fire Services has approved the Instructor III curriculum and its 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

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

***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 Instructor III course must have attended and passed Instructor I, Instructor II and Instructor III.**
- C. 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.
- D. 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"> • Training Instructor 1A • Training Instructor 1B • Training Instructor 1C 	<ul style="list-style-type: none"> • Held the position of designated agency training instructor within a California fire department for a minimum of three years
<ul style="list-style-type: none"> • Instructor I • Instructor II 	<ul style="list-style-type: none"> • Held the position of designated agency instructor within a California fire department for a minimum of three years
<ul style="list-style-type: none"> • *Instructor III 	<ul style="list-style-type: none"> • Have a minimum of three years' experience in a training program management position
<ul style="list-style-type: none"> • Fire Instructor 2A • Fire Instructor 2B • Fire Instructor 2C 	<p>Both required:</p> <ul style="list-style-type: none"> • Held the position of designated agency training instructor within a California fire department for a minimum of three years • Have specific course-related expertise

***New**

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