

National Fire Academy Criteria for Contract Instructor Selection

Course: **Community Risk Issues and Prevention Interventions (F/W0347)**

Curriculum: Fire Prevention: Public Education

This two-day course is offered in the National Fire Academy's (NFA's) state weekend and field delivery modes. Content for this course is similar to NFA's "Community Education Leadership" course but modified for appropriate volunteer audiences.

This course is designed for students who work in the field of fire or injury prevention. Students learn a basic overview of the "three E's" of prevention — education, engineering and enforcement. The course concludes that the most effective method to combat community risk issues is to develop strategies that use all "three E's." The course is designed to provide the motivation and leadership for local organizations to enhance their prevention efforts.

Candidates should submit a resume that includes at a minimum: name, address, phone numbers, employment history and references. Please note that resumes do not necessarily provide adequate responses to each criterion listed below. Candidates should address each of the requirements below.

Criteria for Contract Instructor Selection

1. Academic Requirement

The candidate should possess a bachelor's degree from an institution that is accredited. Consideration will also be given to those candidates who do not meet the academic requirement but verify broad, progressive administrative and leadership experience related to the subject area. Candidates are urged to successfully complete the course as a student prior to the candidate's submission.

2. Instructional Experience

Candidates must have successfully completed a recognized educational methodology course and must demonstrate successful instructional delivery to adult learners at local, regional, federal and/or state fire training academies, colleges or universities. Instructor II level certification (National Fire Protection Association 1041) or equivalent satisfies this requirement. Candidates must be proficient in the facilitation of intensive, small work groups.

3. Documented Knowledge and Experience in the Subject Area

Candidates must address in the submission their own knowledge and experience in each of the following course topical areas:

- a. Evaluation of the types and levels of community prevention.
- b. Prevention interventions for injuries, fires and burns.
- c. Strategies and countermeasures to reduce occurrence of injury, fire or burn.
- d. Combining prevention approaches for a particular risk.

4. Continuing Practice or Education

Ability to maintain currency in the field and the specific course by:

- a. teaching a similar course at the college or university level;
- b. taking a similar course within the last five years;
- c. teaching the course at the NFA or in the field within the last two years; or
- d. writing and researching a paper or article related to the course topic for at least one of the fire service or related disciplines' trade journals within the last two years.

Failure to provide approved documentation of ongoing training or instruction may result in revocation of the contract instructor status.

Submit cover letter, resume and documentation to:

National Fire Academy
Deputy Superintendent for Curriculum and Instruction
16825 South Seton Ave.
Emmitsburg, Maryland 21727
fema-nfainstructorapp@fema.dhs.gov