

## **National Fire Academy Criteria for Contract Instructor Selection**

**Course:** Strategic and Tactical Considerations for Fire Protection Systems (R/N0396)

### **Curriculum: Fire Prevention: Technical**

This 6-day course provides fire officers and Incident Commanders (ICs) an overview of pre-incident planning, built-in fire protection systems (fire walls, sprinklers, standpipes, fire pumps, smoke control fire alarm and specialty systems) and describes how to use them for strategic and tactical applications on the emergency scene.

The course relies on interactive lecture, visual aids and small-group activities to develop a comprehensive understanding of the value of fire protection systems for the IC. The course culminates in the development of a model pre-incident plan that incorporates the material into a “real world” application.

### **Criteria for Contract Instructor Selection**

All new contract instructors shall be evaluated in 3 consecutive course deliveries in accordance with the National Fire Academy’s (NFA’s) Contract Instructor Evaluation program. Existing contract instructors are subject to evaluation in accordance with this program. The course will be taught by 2 co-instructors: 1 must have extensive experience in command and control of emergencies and pre-incident planning, and the other must have extensive experience with fire protection systems and code enforcement.

A major characteristic necessary to serve in this instructional capacity is the willingness of coaching the student cadre to success. The philosophy of the instructor is to mentor less knowledgeable individuals by transferring highly detailed information, using verbal skills coupled with visual graphics, to propel them to excellence. This curriculum does not support self-absorbed instructors appeasing their own interests but is squarely focused on the student-centered learning outcome.

#### **1. Academic Requirement**

- a. Bachelor’s degree from an institution that is accredited in fire protection technology, fire administration, fire science or similar program. Candidates are encouraged to successfully complete this course in the last 3 years and/or serve as an adjunct instructor (in training) in the course.
- b. Candidates with an associate degree from an institution that is accredited in fire protection technology, fire administration, fire science or similar program will be entertained on a case-by-case basis. Additional formal education consisting of 1 semester each of college-level algebra and physics must have been successfully completed. Candidates are encouraged to successfully complete this course in the last 3 years and/or serve as an adjunct instructor (in training) in the course.

## **2. Documented Knowledge and Experience**

Accepted formal instructional training, such as:

- a. State fire training certificate and courses taught with frequency/history.
- b. College instructor's/professor's credential with courses designed/instructed.
- c. College education instruction courses with a transcript supplied.
- d. A minimum of 48 hours of detailed, documented and successful fire/emergency services instruction listing each course and dates of delivery.
- e. Speaking engagements and/or presentations at national/state conferences for the fire service or other relevant professional organizations with a listing of topics and dates.
- f. The candidate should be experienced, proficient and knowledgeable of current issues in the field of expertise for the content of this course.
- g. The candidate should have the necessary experience to be capable of presenting all units of the course. It is recognized that exceptions may occur where courses are of such a technical nature that no one person may be technically competent to instruct all units.

### **Command and Control/Pre-incident Planning Instructor**

- a. Experience in fire/emergency services operations.
- b. Working knowledge of building construction principles and fire behavior.
- c. Experience identifying the hazards and tactical considerations associated with the various types of building construction.
- d. Current knowledge of pre-incident planning techniques and standards.
- e. Current knowledge of the National Incident Management System, Incident Command Systems and the Incident Management curriculum at the NFA.

### **Fire Protection Technology Instructor**

- a. Current expertise with fire alarm systems, including main control panels, booster or notification appliance circuit panels, initiating devices, notification devices, signal line circuits, wiring requirements, monitoring arrangements, auxiliary functions, and intersystem operability.
- b. Extensive knowledge for the inspection, testing and maintenance of water-based fire protection systems and components, including, but not limited to, automatic fire sprinkler systems, standpipe systems, fire pumps, water supply systems including fire hydrants, and water mist systems.
- c. Knowledge of the design parameters, physical arrangement, installation and operation of smoke management systems.
- d. Experience with the installation, acceptance testing and maintenance of dry and wet chemical extinguishing systems, including commercial kitchen exhaust hood designs and operation.

- e. Expert-level knowledge of special agent fire protection systems, including clean agents, halogenated systems, hybrid water and inert gas systems, and carbon dioxide systems.

### **3. Continuing Practice or Education**

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

- a. Teaching a similar course at a training academy, college or university.
- b. Taking a similar course within the last 5 years.
- c. Developing a similar course within the last 5 years.
- d. Teaching the course at the NFA or in the field within the last 2 years.
- e. Writing and researching a paper or article related to the course topic for at least 1 of the fire service or related disciplines' trade journals within the last 2 years.
- f. Attending and/or speaking at a conference related to the field at the local, state, tribal or national level within the last 3 years.
- g. Or, active participation with local/state/national building/fire code(s) or standard(s) committee(s).

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

### **4. How To Submit a Portfolio**

Follow the instructions located on the website:

[https://www.usfa.fema.gov/training/nfa/instructors\\_officials/criteria.html](https://www.usfa.fema.gov/training/nfa/instructors_officials/criteria.html)

A portfolio addressing all of the previous items must be submitted to: [fema-nfainstructorapp@fema.dhs.gov](mailto:fema-nfainstructorapp@fema.dhs.gov).