

Program of Instruction

Course Syllabus

Course Title: Public Fire and Life Safety Educator I & II

Course Duration: 40 Hours

Program: Prevention

Course Prerequisites: None

Course Description: This course is designed for firefighters, officers and non-commissioned fire department staff pursuing a certification as a Public Fire & Life Safety Educator. The course is designed to train and equip students in fire prevention and life safety education. Topics include: a history of fire prevention education, learning styles, methods for effective teaching, public relations, high-risk populations, professionalism, developing life safety curricula, and evaluation & assessment.

Students must meet the requirements as stated in NFPA 1035, Standard for Professional Qualifications Standard on Fire and Life Safety Educator, 2015 Edition, and the requirements of the Office of the Illinois State Fire Marshal.

One hundred percent of the 40 class contact hours and a passing score of 70% on the end of course exam are required for successful course completion. In addition to successful course completion, the student will also receive national certification to the level of Fire and Life Safety Educator I NFPA 1035 2015 Edition Chapter 4. Any missed class time must be made up before a student can challenge the examination. Class hours are 8:00 a.m. to 5:00 p.m. (Unless otherwise scheduled). Students must advise the instructor if they leave for emergency reasons.

Course Requirements and/or Recommendations: These can be divided into three categories: those completed prior to arriving in class (Pre-Course Work), those completed during class, such as homework assignments and quizzes (Course Work), and requirements completed after class but prior to receiving a certificate of completion. (Post-Course Work)

Summary of Directions:

Pre-Course Work: A student must complete all pre-course work prior to arriving at class.

The pre-course work consists of three assignments:

1. Research a Historical Fire and complete the Historical Fire Worksheet.
2. Research your Community and complete the Community Profile Worksheet.
3. Collect and bring to class your fire department's previous year fire and EMS call run data

Course Work: A student MUST COMPLETE all portions of this course, both classroom

and practical in order to challenge the end-of-course exam.
Post-Course Work: None

Textbook: Fire and Life Safety Educator Principles and Practices, Jones and Bartlett 2nd Ed., 2018, Marsha P. Geisler (Textbook provided in class)

Course Policies:

Attendance Policy: IFSI requires students to attend (100%) or make up all course content that leads to certification. Students are expected to attend on time and to remain in class for the duration of the course. Students **MUST COMPLETE** all portions of a certification course, both classroom and practical, to be eligible to receive their certification.

If a student misses any portion of class with an accumulated absence of 20% or less of scheduled class time, it will be the student's responsibility to arrange the make-up of the missed course content with the instructor(s) or program manager. The student must make up the specific course content that s/he missed, not just the hours. Make-ups are limited to 20% of scheduled class time. Make-ups must be documented on the class roster. If a student's absence is greater than 20% refer to "True Emergencies" section of the IFSI Examination Policy.

Safety Policy: Students shall understand and follow all instructions pertaining to operational safety, as stated by instructors or as written in course materials. Instructors and students shall be mindful of safety at all times. Conduct judged to be unsafe shall be grounds for dismissal from the course.

Academic Integrity Policy: IFSI has the responsibility for maintaining academic integrity so as to protect the quality of the education provided through its courses, and to protect those who depend upon our integrity. It is the responsibility of the student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions. Any violation of the code of conduct is grounds for immediate dismissal from the course.

Grading Policy: Decisions regarding certificates of course completion shall be made solely by the lead instructor of the course. All grading of exams shall be conducted by the Curriculum/Testing Office. All grading of practical exercises shall be based upon the standards set by the regulatory agency referenced in the course material and IFSI.

Retesting: If a student fails to pass an exam, retesting takes place on set dates at regional sites across the state. More information is provided in the course completion e-mail and on the IFSI website.

American Disabilities Act: As guaranteed in the Vocational Rehabilitation Act and in the American Disabilities Act, if any student needs special accommodations they are to notify their instructor and provide documentation as soon as possible so arrangements

can be made to provide for the student's needs. If arrangements cannot be made at the class site, the student will test at an alternative time and place where the special accommodations can be made.

Evaluation Strategy: The instructor will observe individual participation in the classroom and group discussions. The instructor will collect and review all required student materials. A written exam will be completed by the student with 70% accuracy.

OSFM Certification Prerequisites (JCAR 141.325):

1. Attainment of a minimum of one year fire prevention experience.
2. Successful completion of a minimum of 32 instructional hours.
(IFSI Course is 40 Hours)
3. Passage of the State Written Examination, which is the IFSI Final Course exam.

Course Content:

Chapter 1: Historic Fires, Injury Prevention, and Community Risk Reduction

Chapter 2: Fire Behavior, Systems and Devices, and Fire Prevention

Chapter 3: Fire Department Basics and the Fire and Life Safety Educator

Chapter 4: Learning Styles and Theories, Teaching Methods, and Strategies

Chapter 5: Age Group Characteristics

Chapter 6: High Risk Audiences and Behaviors

Chapter 7: Messages for Different Age Groups

Chapter 8: Messages for Holidays, Special Circumstances, and Safety Campaigns

Chapter 9: Professionalism and Presentations

Chapter 10: Public Relations and Working with Media

Chapter 11: Evaluation, Assessment, and Reflection

Chapter 12: Management of a Fire and Life Safety Program

Chapter 13: Community Risk Assessment

Chapter 14: Program Design and Management

Chapter 15: Education Materials, Lessons, and Programs

Reference List:

“Fire and Life Safety Educator Principles and Practices”, Jones and Bartlett 2nd Edition, Marsha P. Giesler, (Provided in class)

“Fire and Life Safety Educator” 3rd. edition, IFSTA

NFPA 1035 “Professional Qualifications for Public Fire and Life Safety Educator” 2015 edition, Chapter 5

Course Schedule

DAY ONE

<u>Event</u>	<u>Duration</u>
Business/Introduction	30 minutes
Chapter 1: Historic Fires, Injury Prevention, and Community Risk Reduction	2 hours
Historical Fire Group Activity and Presentations	2 hours 30 minutes
Lunch	
Haddon's Matrix Group Activity and Class Discussion	1 hour
Chapter 2: Fire Behavior, Systems and Devices, Fire Prevention	1 hour 30 minutes
Chapter 3: Fire Department Basics and the Fire and Life Safety Educator	30 minutes
Homework: What's your learning style worksheet What's your teaching style worksheet	

DAY TWO

<u>Event</u>	<u>Duration</u>
Chapter 3: Fire Department Basics and the Fire and Life Safety Educator	1 hour
Chapter 4: Learning Styles and Theories, Teaching Methods, and Strategies	2 hours
Discuss the Homework Assignments on Learning and Teaching Styles	
Lunch	
Chapter 5: Age Group Characteristics	2 hours
Chapter 6: High Risk Audiences and Behaviors	2 hours
Introduce the final group project to students in their groups Discuss the five-step planning process handout Discuss tips on writing measurable objectives handout Discuss pre-course community profile worksheet Discuss fire department, previous year fire and ems run data	1 hour

DAY THREE

<u>Event</u>	<u>Duration</u>
Group activity: Work on final group project Discuss and review the group project and answer any student questions	2 hours
Chapter 7: Messages for Different Age Groups	1 hour 30 minutes
Chapter 8: Messages for Holidays, Special Circumstances, and Safety Campaigns	1 hour 30 minutes
Lunch	
Chapter 9: Professionalism and Presentations	1 hour 30 minutes
Chapter 10: Public Relations and Working with Media	1 hour 30 minutes

DAY FOUR

Event

Duration

Group activity: Work on final group project

2 hours

Chapter 11: Evaluation, Assessment, and Reflection

1 hour 30 minutes

Lunch

Chapter 12: Management of a Fire and Life Safety Program 1 hour 30 minutes

Chapter 13: Community Risk Assessment

1 hour 30 minutes

Chapter 14: Program Design and Management

1 hour 30 minutes

DAY FIVE

<u>Event</u>	<u>Duration</u>
Group activity: Work on final group project	1 hour
Chapter 15: Education Materials, Lessons, and Programs	1 hour
Group Activity Presentations	4 hours
Lunch	
Exam preparation	1 hour
Exam	1 hour