



Standardized Curriculum Form Ontario, Canada

**Office of the Fire Marshal and Emergency Management
Curriculum based on
NFPA 1041, Chapter 5, 2012 Edition**

FIRE SERVICE INSTRUCTOR II

**National Fire Protection Association Standard for
Fire Service Instructor Professional Qualifications**

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Enquiries regarding testing and certification should be directed to:

**Manager
Academic Standards and Evaluation Section
Ministry of Community Safety and Correctional Services
Office of the Fire Marshal and Emergency Management
25 Morton Shulman Avenue, 5th Floor
Toronto, Ontario
M3M 0B1
Ph. (647) 329-1090**

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Components of the Office of the Fire Marshal and Emergency Management Standardized Curriculum Form

The Office of the Fire Marshal and Emergency Management (OFMEM) Standardized Curriculum Forms in Ontario, Canada, are based on internationally-recognized, competency-based, professional qualifications standards through the National Fire Protection Association (NFPA). Columns within this form from pages 4 and onward are composed of:

NFPA Objective

National Fire Protection Association Objectives are major competencies and Job Performance Requirements (JPR) within a professional qualifications standard that learners must acquire before successful completion of voluntary testing and certification. To attain these competencies, the OFMEM is offering flexible training delivery models centered on being accessible, attainable, and affordable.

Requisite Knowledge

As defined in published NFPA Professional Qualifications Standards, Requisite Knowledge is “Fundamental knowledge one must have in order to perform a specific task”. This can be acquired by referring to the various suggested readings described below. Information used to construct multiple choice test questions in the Provincial Certification Exam for FIRE SERVICE INSTRUCTOR II are derived from these materials.

Requisite Skills

As defined in published NFPA Professional Qualifications Standards, Requisite Skills are “The essential skills one must have in order to perform a specific task”. This can be acquired by referring to the various suggested readings described below along with the latest version of the Office of the Fire Marshal and Emergency Management’s Skills Sheets Booklet for FIRE SERVICE INSTRUCTOR II. This booklet is used by Provincial Examiners to test Requisite Skill requirements for those voluntarily seeking certification to NFPA 1041, Chapter 5, 2012 Edition.

Suggested Readings

Multiple choice test bank questions in the Provincial Certification Exam for FIRE SERVICE INSTRUCTOR II are derived from the following suggested readings:

<u>Publisher/Title/Edition</u>	<u>Key Word Reference</u>
1. NFPA 1041, <i>Standard for Fire Service Instructor Professional Qualifications</i> , 2012 Edition	NFPA 1041, 2012 Ed.
2. IFSTA, <i>Fire and Emergency Services Instructor</i> , 8 th Edition	IFSTA, FESI, 8 th Ed.
OR	
3. Jones and Bartlett, <i>Fire Service Instructor, Principles and Practice</i> , 2 nd Edition	J&B, FSI P&P, 2 nd Ed.
AND	
4. Government of Ontario, <i>Freedom of Information and Protection of Privacy Act, 1990</i>	FIPP, 1990

Test Weighting Percentage (Out of 100%)

This column references percentage of multiple choice questions that will appear on the Provincial Certification Exam for knowledge-based testing for FIRE SERVICE INSTRUCTOR II.

Questions are validated by a Provincial Advisory Committee (PAC), and used for voluntary, knowledge-based testing of those seeking certification to NFPA 1041, Chapter 5, 2012 Edition through the Academic Standards and Evaluation Section of the Office of the Fire Marshal and Emergency Management. A mark of 70% or better is required to receive a “Pass” on the knowledge test.

Skill Objective #

This column references skill objectives that will be evaluated by the Office of the Fire Marshal and Emergency Management, to test Requisite Skill requirements of FIRE SERVICE INSTRUCTOR II for those voluntarily seeking certification to NFPA 1041, Chapter 5, 2012 Edition.

Provincial Advisory Committee for FIRE SERVICE INSTRUCTOR II
NFPA 1041, Chapter 5, 2012 Edition

This document has been reviewed and signed-off by the following representatives of the Office of the Fire Marshal and Emergency Management (OFMEM) in Ontario, Canada:

Educational Consultant Academic Standards and Evaluation Section	Date
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Educational Consultant Academic Standards and Evaluation Section	Date
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Section Manager Academic Standards and Evaluation Section	Date
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Fire Marshal and Chief, Emergency Management Ministry of Community Safety and Correctional Services	Date
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Course: FIRE SERVICE INSTRUCTOR II

Standard: NFPA 1041, Chapter 5, 2012 Edition

NFPA Objective	Requisite Knowledge	Requisite Skills	Suggested Readings	Knowledge Test Weighting	Skill Objective #
5.1 General					
The Fire Service Instructor II shall meet the requirements for Fire Service Instructor I and the JPRs defined in Sections <u>5.2</u> through <u>5.5</u> of this standard.					
5.2 Program Management					
5.2.1 Definition of Duty					
The management of instructional resources, staff, facilities, and records and reports.					
5.2.2					
Schedule instructional sessions, given department scheduling policy, instructional resources, staff, facilities and timeline for delivery	Departmental policy	None required	IFSTA FESI, 8th Ed. Chapter 13 J&B FSI P&P, 2nd Ed. Chapters 1, 12	6% of questions	Objective 1
	Scheduling processes				
	Supervision techniques				
	Resource management				
5.2.3					
Formulate budget needs, given training goals, agency budget policy, and current resources.	Agency budget policy	Resource analysis	IFSTA FESI, 8th Ed. Chapter 13 J&B FSI P&P, 2nd Ed. Chapters 1, 15	6% of Questions	Objective 2
	Resource management	Forms completion			
	Needs analysis				
	Sources of instructional materials				
	Equipment				
5.2.4					



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NFPA Objective	Requisite Knowledge	Requisite Skills	Suggested Readings	Knowledge Test Weighting	Skill Objective #
Acquire training resources, given an identified need.	Agency policies	Forms completion	IFSTA FESI, 8 th Ed. Chapter 13	6% of questions	Objective 3
	Purchasing procedures Budget management		J&B FSI P&P, 2 nd Ed. Chapters 1, 12, 15		
5.2.5					
Coordinate training record-keeping, given training forms, department policy, and training activity.	Record-keeping processes	Record auditing procedures	IFSTA FESI, 8 th Ed. Chapter 13	6% of questions	Objective 4
	Departmental policies		J&B FSI P&P, 2 nd Ed. Chapters 1, 2		
	Laws affecting records and disclosure of training information				
	Professional standards applicable to training records Databases used for record-keeping				
5.2.6					
Evaluate instructors, given an evaluation form, department policy, and JPRs.	Personnel evaluation methods	Coaching	IFSTA FESI, 8 th Ed. Chapters 13, 14	7% of questions	Objective 5
	Supervision techniques	Observation techniques	J&B FSI P&P, 2 nd Ed. Chapters 1, 11		
	Department policy	Completion of evaluation forms			
	Effective instructional methods and techniques				
5.3 Instructional Development					
5.3.1 Definition of Duty					
The development of instructional materials for specific topics.					
5.3.2					
Create a lesson plan, given a topic, audience characteristics, and a standard lesson plan format.	Elements of a lesson plan	Basic research, using JPRs to develop behavioral objectives	IFSTA FESI, 8 th Ed. Chapters 10, 13	20% of questions	Objective 6
	Components of learning objectives	Student needs assessment	J&B FSI P&P, 2 nd Ed.		



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NFPA Objective	Requisite Knowledge	Requisite Skills	Suggested Readings	Knowledge Test Weighting	Skill Objective #
	Methods and techniques of instruction	Development of instructional media	Chapters 1, 6, 8		
	Principles of adult learning	Outlining techniques			
	Techniques for eliminating bias in instructional material	Evaluation techniques			
	Types and application of instructional media	Resource needs analysis			
	Evaluation techniques				
	Sources of references and materials				
5.3.3					
Modify an existing lesson plan, given a topic, audience characteristics, and a lesson plan.	Elements of a lesson plan	Basic research, using JPRs to develop behavioral objectives	IFSTA FESI, 8th Ed. Chapters 10, 13 J&B FSI P&P, 2nd Ed. Chapters 1, 6, 12	13% of questions	Objective 7
	Components of learning objectives	Student needs assessment			
	Methods and techniques of instruction	Development of instructional media			
	Principles of adult learning	Outlining techniques			
	Techniques for eliminating bias in instructional materials	Evaluation techniques			
	Types and application of instructional media	Resource needs analysis			
	Evaluation techniques				
	Sources of references and materials				
5.4 Instructional Delivery					
5.4.1 Definition of Duty					
Conducting classes using a lesson plan					
5.4.2					
Conduct a class using a lesson plan that the instructor has prepared and that involves the utilization of multiple teaching methods and techniques, given a topic and a target audience.	Use and limitations of teaching methods and techniques	Transition between different teaching methods	IFSTA FESI, 8th Ed. Chapter 10 J&B FSI P&P, 2nd Ed. Chapters 1, 3, 7, 8	8% of questions	Objective 8
5.4.3*					
Supervise other instructors and students during training, given a training scenario with	Safety rules, regulations, and practices	Implementation of an incident management system used by the agency.	IFSTA FESI, 8th Ed. Chapter 11	12% of questions	Objective 9



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NFPA Objective	Requisite Knowledge	Requisite Skills	Suggested Readings	Knowledge Test Weighting	Skill Objective #
increased hazard exposure.			J&B FSI P&P, 2nd Ed. Chapters 1, 9, 12		
	The incident command system used by the agency Leadership techniques				
5.5 Evaluation and Testing					
5.5.1 Definition of Duty					
The development of student evaluation instruments to support instruction and the evaluation of test results.					
5.5.2					
Develop student evaluation instruments, given learning objectives, audience characteristics, and training goals.	Evaluation methods	Evaluation item construction	IFSTA FESI, 8th Ed. Chapter 12	8% of questions	Objective 10
	Development of forms Effective instructional methods, and techniques	Assembly of evaluation instruments	J&B FSI P&P, 2nd Ed. Chapters 1, 10		
5.5.3					
Develop a class evaluation instrument, given agency policy and evaluation goals.	Evaluation methods	Development of evaluation forms	IFSTA FESI, 8th Ed. Chapter 14	8% of questions	Objective 11
	Test validity		J&B FSI P&P, 2nd Ed. Chapters 1, 11		