

Table of Contents

Introduction 1

Qualifications and Certification Steps..... 1

 Level 1 1

 Level 2 1

 Level 1 Job Performance Requirements..... 2

 Level 2 Job Performance Requirements..... 3

Introduction

NFPA 1035 Standard Professional Qualifications for Public Fire and Life Safety Educator, identifies the Job Performance requirements (JPRs) that a student must complete to gain qualification as a Fire and Life Safety Educator. To gain certification as a Public Fire and Life Safety Educator in Saskatchewan a student must:

- (a) Complete NFPA 1035 JPRs through self-study, training on the job and/or through courses and seminar.
- (b) Produce a letter of recommendation from their Fire Chief.
- (c) Successfully complete evaluations and audits for applicable levels.

This appendix contains information on completing the certification process. It also contains a record keeping system candidates must utilize to record their progress within this program towards certification under the International Fire Service Accreditation Congress (IFSAC) and/or National Board on Fire Service Professional Qualifications (NPQS).

Qualifications and Certification Steps

To gain certification a student must;

Level 1

- (a) Be certified under NFPA 1001 Standard, Fire Fighter Professional Qualification, Level 2, or have documented training in;
 - fire behavior,
 - fire department organization,
 - human behavior during a fire,
 - injury cause and prevention.
 - escape planning,
 - hazard identification and correction,
 - basic fire protection systems and devices,
 - emergency reporting, and
 - fire fighter personal protective equipment
- (b) Be certified under NFPA 1041 Standard, Fire Service Instructor Qualifications, Level 1), or have an appropriate qualification in instruction.
- (c) Successfully pass a 50 question written evaluation in 1 hour and attain at least a 70% mark.
- (d) Work under supervision of a supervisor or mentor who will document student's activities to complete JPRs.

Level 2

- (a) Be certified as a Level 1 NFPA 1035 Public Fire and Life Safety Educator
- (b) Be certified under NFPA 1041, Fire Service Instructor Qualifications, Level 2, or have an appropriate qualification in instruction.
- (c) Be qualified as a Public Information Officer (PIO).
- (d) Successfully pass a 50 question written evaluation in 1 hour and attain at least a 70% mark.
- (e) Work under supervision of a supervisor or mentor who will document student's activities to complete JPRs.

The documentation of item (d) for level 1 and item (e) for level 2 is subject to audit by the Office of the Fire Commissioner to maintain quality control over the certification program.

Level 1 Job Performance Requirements

Name: _____ Fire Department: _____

Print Name

A	Prerequisites	Qualification (state)	Supervisor/FPO
1-3.3	Fire fighter skills (basic)		
1-3.3	Instructional skills (basic)		
Ref	NFPA Section	Date Completed	Supervisor/FPO/ Verified
3-2.1	Document public fire and life safety educational programs, given appropriate forms or formats, so that all programs are recorded and each element of the form or format is addressed. ²		
3-2.2	Prepare written reports, given appropriate forms or formats, so that all elements of the format are addressed in the report. ²		
3-2.3	Maintain a work schedule, given a list of events, program requests, preprogram requirements and time allotments, so that all activities are scheduled and completed without conflict. ²		
3-4.1	Select instructional materials, given a subject, program objective, the intended audience, and related resources, so that the materials are appropriate to the audience and program objectives. ²		
3-4.2	Present a prepared program, given lesson content, time allotments, and identified audience, so that program objectives are met. ¹		
3-4.3	Use multiple presentation methods when presenting prepared programs, given program objectives, time allotments, and a specified audience, so that the chosen presentation methods are used. ¹		
3-4.4	Notify the public, given a scheduled event, so that the location, date, time, topic, and sponsoring agency are included. ²		
3-4.5	Distribute educational information, given material, specified audience, and time frame, so that information reaches the audience within the specified time. ²		

¹ Office of the Fire Commissioner must be in attendance.

² Supervisor must document and Office of the Fire Commissioner will audit.

The above named has completed all JPRs identified by NFPA Standard 1035 Professional Qualifications for Public Fire and Life Safety Educator.

_____ Fire Chief/Supervisor Date _____

Level 2 Job Performance Requirements

Name: _____ Fire Department: _____

A	Prerequisites	Qualification (state)	Supervisor/FPO
1-3.3	Instructional Skills (advanced)		
1-3.3	PIO Skills		
Ref	NFPA Section	Date Started	Supervisor/FPO
4-2.1	Prepare a budget request, given budget guidelines, program development, and delivery expense projections, so that all guidelines are followed. ²		
4-2.2	Project program budget expenditures, given program needs, past expenditures, current materials, personnel cost, and guidelines, so that the projections are within accepted guidelines. ²		
4-3.1	Establish public fire and life safety education program priorities, given relevant local loss and injury data, so that local public fire and life safety education needs are identified. ²		
4-3.2	Implement an evaluation process, given an evaluation methods and overall program goals and objectives, so that program effectiveness is measured. ²		
4-3.3	Prepare funding proposal, given directories of public and private funding sources, policies on fund raising, and specific financial need, so that the proposal conforms to format and style, and meets the potential funder's deadline. ²		
4-3.4	Prepare a plan for the use of human or material resources, given policies on soliciting, previous solicitation efforts, and specific program needs, so that resources are identified and program needs are addressed. ²		
4-4.1	Develop information materials, given an identified issue, so that information provided is accurate, relevant to the issue, and comprehensible to the audience. ²		
4-4.2	Develop instructional materials, given course objectives, lesson plans, and a specified audience, so that the materials support the program objectives and lesson plans and are appropriate to the audience. ²		
4-4.3	Develop a lesson plan, given a specific behavior, learning objectives, and a specified audience, so that the lesson plan reflects the learning characteristics and abilities of the intended audience. ²		
4-4.4	Adapt a lesson plan, given a specific audience, so that a modified lesson plan is responsive to the specific characteristics of the intended audience		
4-4.5	Design a public fire and life safety education program, given an identified need and audience(s), so that the public fire and life safety education program includes the behavioral objectives, lesson plan, informational materials, and evaluation instruments. ²		

¹ Office of the Fire Commissioner must be in attendance or conduct audit.

² Supervisor must document and Office of the Fire Commissioner will audit.

The above named has completed all JPRs identified by NFPA Standard 1035 Professional Qualifications for Public Fire and Life Safety Educator.

Fire Chief/Supervisor Date _____