



# Dawson Creek Fire Department

10101-12A Street BC V1G 3V7

PH : (250)782-9898 FAX : (250)784-3638

## Subject Report

### Fire Officer Program

#### FIRE OFFICER I

##### FOCP 110

**Certification:**

##### Fire Service Administration I

0.00      **Re Certification:**      0.00

œ Fire Service Administration, 1994  
œ The Future of Volunteer Fire & Rescue Services:  
Taming the Dragons of Change, 1996  
œ Management in the Fire Service, 3rd ed., 1999  
œ Horizon County Fire Service Case Study, 2005

##### FOCP 111

**Certification:**

##### Company Inspections

0.00      **Re Certification:**      0.00

œ Fire Service Administration, 1994  
œ The Future of Volunteer Fire & Rescue Services:  
Taming the Dragons of Change, 1996  
œ Management in the Fire Service, 3rd ed., 1999  
œ Horizon County Fire Service Case Study, 2005

##### FOCP 112

##### Emergency Scene Management I

This course prepares the student to be the unit commander at a single alarm emergency incident. Students learn how to secure the scene, assess a situation, examine response alternatives, select and implement a response strategy, allocate resources, plan for expansion and demobilization of the event, and ensure public and firefighter safety throughout

**Certification:**

0.00      **Re Certification:**      0.00

##### FOCP 113

**Certification:**

##### Front Line Leadership I

0.00      **Re Certification:**      0.00

œ Fire Service Administration, 1994  
œ The Future of Volunteer Fire & Rescue Services:  
Taming the Dragons of Change, 1996  
œ Management in the Fire Service, 3rd ed., 1999  
œ Managing Fire & Rescue Services, 3rd ed., 2002  
œ Horizon County Fire Service Case Study, 2005

##### S101

##### Fire Service Instructor I

This workshop will introduce the student to the techniques required to deliver a course from a prepared lesson plan. Students will be exposed to training aids, evaluation instruments and methods of establishing a proper learning environment. Students will also explore record keeping techniques. This course is accredited by IFSAC in compliance with NFPA 1041 Standard, (2002 ed.) actions a fire officer must take to ensure fire fighter safety.

**Certification:**

0.00      **Re Certification:**      0.00

Classroom Course

#### FIRE OFFICER II

##### FOCP 120

##### Fire Service Administration II

This course will introduce the student to management techniques useful in developing the fire prevention function within a fire department. Managing in-service inspections and the management of fire investigation will also be explored.

**Certification:**

0.00      **Re Certification:**      0.00

œ Fire Prevention: A Comprehensive Approach,

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2002

œ Recreating the Fire Service, 1995

### **FOCP 122**

**Certification:**

### **Emergency Scene Management II**

0.00                      **Re Certification:**      0.00

Classroom Course

### **FOCP 123**

### **Leadership in the Fire Service II**

**Certification:**

0.00                      **Re Certification:**      0.00

œ Management in the Fire Service, 3rd ed., 1999

œ Managing Fire & Rescue Services, 3rd ed., 2002

œ Horizon County Fire Service Case Study, 2005

### **FSI II**

### **Fire Service Instructor II**

This workshop exposes the student to the scheduling, budget, records and reports, and instructor evaluation requirements of a Training Officer. Fire Service Instructor II will explore the elements of instructional development, delivery, course evaluations and test analysis. This course is accredited by IFSAC in compliance with NFPA 1041 Standard, (2002 ed.)

**Certification:**

0.00                      **Re Certification:**      0.00

Classroom Course

### **PUB-ED**

### **Public Educator**

This course is intended for those people associated with the Fire Service in British Columbia and who have responsibility for, or an interest in, providing safety education to a wide range of people in their community. This course is only available to students registered in the Fire Officer II program. All other students must register in the Fire & Life Safety Educator I course (F276). Students completing the Public Educator Course and who want full certification to NFPA 1035 must complete the additional assignments and write a separate exam.

**Certification:**

0.00                      **Re Certification:**      0.00

Classroom Course

## **FIRE OFFICER III**

### **CMD 140**

**Certification:**

### **Incident Command System 400**

0.00                      **Re Certification:**      0.00

### **EM 186**

**Certification:**

### **Information Officer**

0.00                      **Re Certification:**      0.00

### **F205**

### **Communication Study Skills**

This course introduces adult learners to the teaching and learning expectations of the Justice Institute of BC It includes a review of writing skills, concentrating on how to write papers, and a discussion of effective study skill techniques for distance learners. Please note that this course will become part of Fire Officer I in September 2005

**Certification:**

0.00                      **Re Certification:**      0.00

œ The Bare Essentials: Form B: English Writing Skills, 4th ed., 1999

œ The 7 Habits of Highly Effective People, 1990

œ Studying Effectively & Efficiently: An Integrated System, 1989

### **F210**

### **Organizational Behaviour**

This course examines some of the basic concepts and principles of management and public administration. It provides an approach to such processes as planning, organizing, and controlling.

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It will address issues such as delegation of authority and organizational design and motivation.

**Certification:** 0.00      **Re Certification:** 0.00  
œ Organizations: Behavior, Structure, Processes, 11th ed., 2003

**F215      Personnel Management I**

This course emphasizes personnel selection and the impact of the expanding role of the career fire fighter. It also examines the recruitment and retention of volunteer fire fighters.

**Certification:** 0.00      **Re Certification:** 0.00  
œ The Future of Volunteer Fire & Rescue Services:  
Taming the Dragons of Change, 1996

**F220      Strategic Planning I**

This course will look at master planning as a concept which ties together the diverse elements of a fire department into a viable fire service system. It will provide clear understanding of the principles and concepts of master planning and will help students apply these concepts in their department.

**Certification:** 0.00      **Re Certification:** 0.00  
œ Fire Dept Strategic Planning: Creating Future  
Excellence, 1998  
œ Managing Fire & Rescue Services, 3rd ed., 2002  
œ The Rise and Fall of Strategic Planning, 1994

**F225      Municipal Finance**

œ Fire Dept Strategic Planning: Creating Future  
Excellence, 1998  
œ Managing Fire & Rescue Services, 3rd ed., 2002  
œ The Rise and Fall of Strategic Planning, 1994

**Certification:** 0.00      **Re Certification:** 0.00  
œ The Future of Volunteer Fire & Rescue Services:  
Taming the Dragons of Change, 1996  
œ Local Government in British Columbia, 3rd  
ed., 1999

**F230      Emergency Scene Management III**

In this course students will learn how to apply and use the Incident Command System for managing an emergency incident. Students work from a command post setting within a unified command structure on planning, implementing, managing and evaluating response to incidents that require multi-agency planning, deployment and operations. Students will also examine laws and standards that mandate an organized approach to managing emergency incidents, the elements and components of an effective emergency management system and a fire department's capability to implement an emergency management system.

**Certification:** 0.00      **Re Certification:** 0.00  
Classroom Course

**FOCP 130      Budget Management**

**Certification:** 0.00      **Re Certification:** 0.00

**FOCP 131      Leading People I**

**Certification:** 0.00      **Re Certification:** 0.00

**FOCP 133      Community and Organizational Leadership I**

**Certification:** 0.00      **Re Certification:** 0.00

**FOCP 134      Planning and Evaluation I**

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**Certification:** 0.00      **Re Certification:** 0.00  
**S102 Fire Service Instructor II**  
**Certification:** 0.00      **Re Certification:** 0.00  
**FIRE OFFICER IV**

**F250 Fire Service Law**

This course introduces fire officers to principles of law. Topics covered include tort law, particularly the lawsuits arising against fire departments, and criminal law as it applies to arson.

**Certification:** 0.00      **Re Certification:** 0.00

œ The Future of Volunteer Fire & Rescue Services:  
Taming the Dragons of Change, 1996  
œ Managing Fire & Rescue Services, 3rd ed., 2002

**F255 Program Analysis and Statistics**

This course is designed to help the student select research consultants who engage in comparative research, evaluation research or survey research for the fire service. The student is introduced to issues of research design and evaluation in the first lesson. The second lesson explores measures of central tendency and dispersion. The third lesson introduces simple correlation and regression. The final lesson introduces multiple regression.

**Certification:** 0.00      **Re Certification:** 0.00

**F260 Government Organization and Structure**

This course provides an overview of the three levels of government in Canada and analyzes their organizations and structures. Particular attention is paid to the relationship between parliamentary democracy and decision-making at each level of government.

**Certification:** 0.00      **Re Certification:** 0.00

**F265 Personnel Management II**

This course emphasizes the effect of critical incident stress on fire fighters, and the ways to address this problem. It also emphasizes labour management relations by focusing on the collective bargaining process and the administration of the collective agreement.

**Certification:** 0.00      **Re Certification:** 0.00

œ Fire Service Personnel Management, 2000  
œ The Future of Volunteer Fire & Rescue Services:  
Taming the Dragons of Change, 1996  
œ Leading Career & Volunteer Firefighters:  
Searching for Buried Treasure, 2001  
œ Managing Fire & Rescue Services, 3rd ed., 2002  
œ NFPA 1500 Standard on Fire Department  
Occupational Safety & Health Program, 2002  
œ Horizon County Fire Service Case Study, 2005

**F270 Master Planning**

This course is a major planning project prepared under the direction of an instructor.

**Certification:** 0.00      **Re Certification:** 0.00

**F275 Municipal Emergency Preparedness**

This course is a major planning project prepared under the direction of an instructor.

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**Certification:** 0.00      **Re Certification:** 0.00  
**F280**

### **Senior Leaders Course**

In this course, students will build on skills and knowledge acquired in previous courses to further enhance their leadership and management proficiency and to respond more effectively to department, community and government priorities. The course features two main components. In the first, students participate in a 360 degree analysis of their skills and abilities, and develop and implement an action plan based on their findings. In the second part of the course students meet with senior civic administrators to hear about issues they are dealing with at the municipal level and to get their perspective on issues that directly affect the fire service

**Certification:** 0.00      **Re Certification:** 0.00  
**FOCP 140**

### **Business Operations**

**Certification:** 0.00      **Re Certification:** 0.00

**FOCP 141**

### **Leading People II**

**Certification:** 0.00      **Re Certification:** 0.00

**FOCP 143**

### **Community & Organizational Leadership II**

**Certification:** 0.00      **Re Certification:** 0.00

**FOCP 144**

### **Planning and Evaluation II**

**Certification:** 0.00      **Re Certification:** 0.00