

ORANGE COUNTY CLASS SPECIFICATION

TITLE: FIRE SERVICE INSTRUCTOR **GRADE:** 99

TITLE ABBREVIATION: FIRE SERVICE INST **TITLE NO.:** 6386

JURIS.CL: C **SALARY CODE:** 14 **EEO CODE:** PR **FLSA CODE:** NE

DEPARTMENT: EMERGENCY SERVICES **DIVISION:** FIRE

SUPERVISOR'S TITLE: VARIOUS

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the instruction of various training programs at the Orange County Fire Training Center, or other locations throughout the County as deemed appropriate to conduct such training. This is a basic teaching position involving the utilization of standard lesson plans, manuals, visual aids, etc., in the instruction of a variety of training courses. This work is performed under the general supervision of authorized employees of the Office of the County Fire Coordinator. Work hours to include days, evenings and weekends. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Prepares and conducts general or specialized instructional training sessions for firefighting personnel, other emergency services personnel, County employees or the general public;
2. Manages basic resources and the records and reports essential to the instructional process;
3. Develops and adheres to lesson plans in furtherance of established instructional goals;
4. Selects or develops teaching aids, such as training handbooks, demonstration models and multimedia visual aids;
5. Tests trainees to measure their learning progress and to evaluate effectiveness of training presentations;
6. Administers and maintains records of trainee attendance, level of performance, and grading of student evaluation instruments.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the principles and practices of fire instruction programs including techniques used in the delivery of fire instruction materials; good knowledge in the prevention, control and extinguishment of fire; ability to apply different teaching approaches to meet specific instructional needs; ability to present ideas clearly and effectively, both orally and in writing; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or the possession of a high school equivalency diploma and five(5) years of experience as a paid or verifiable volunteer firefighter; two (2) years of which shall have included experience in an instructional capacity or as an Assistant Fire Service Instructor; AND

Completion of the following course in the NYS Office of Fire Prevention and Control Fire Training Program (or the accepted equivalency per the NYS Office of Fire Prevention and Control):

- o Live Fire Safety and Conducting Live Fire Training Evolutions

SPECIAL REQUIREMENTS:

Possess and maintain a valid driver's license; AND

Possession of a National or New York State Fire Service Instructor I or Fire Instructor I Certification.

REVISED: 9/14/17 dc