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**Instructor I (as defined by NFPA)** – An instructor who has demonstrated the knowledge and ability to deliver instruction effectively from a prepared lesson plan, including instructional aids and evaluation instruments; adapt lesson plans to the unique requirements of the students and authority having jurisdiction; organize the learning environment so that learning is maximized; and meet the record-keeping requirements of authority having jurisdiction.

**Instructor I Requirements –**

1. Entrance requirements will be as follows:
  - a. The instructor candidate must be at least 21 years of age before certification as an Instructor I.
  - b. The instructor candidate must have a high school diploma or equivalent recognized by the North Carolina Department of Public Instruction (i.e., GED).
  - c. The instructor candidate must be **certified a minimum of three (3) years** as a Firefighter II, Rescue Technician, or Fire & Life Safety Educator by the NC Fire & Rescue Commission.
2. Complete the Instructor I course.
3. Successfully pass the certification exam for Instructor I.
  - a. The end of course or certification exam will be delivered by the Delivery Agencies.

**Re-certification requirements for Instructor I –**

- There shall be no requirements for maintaining Instructor I.

**Instructor II (as defined by NFPA)** – An instructor who, in addition to meeting Instructor I qualifications, has demonstrated the knowledge and ability to develop individual lesson plans for a specific topic including learning objectives, instructional aids, and evaluation instruments; schedule training sessions based on overall training plan of authority having jurisdiction; and supervise and coordinate the activities of other instructors.

**Instructor II Requirements –**

1. Entrance requirements will be as follows:
  - a. The instructor candidate must be at least 21 years of age before certification as an Instructor II.
  - b. The instructor candidate must have a high school diploma or equivalent recognized by the North Carolina Department of Public Instruction (i.e., GED).
  - c. The instructor candidate must be **certified a minimum of five (5) years** as a Firefighter II, Rescue Technician, or Fire & Life Safety Educator by the NC Fire & Rescue Commission.
  - d. Use the following guide to correlate education and experience with service requirements.  
***To receive service credit for a degree, the degree must be from an educational institution accredited by an agency recognized as reliable by the U.S. Department of Education.***
    - i. Education Years Granted –
      1. Associates degree (fire or rescue related) 2 years
      2. Associates degree (non-related) ½ year
      3. Bachelors degree (fire or rescue related) 3 years
      4. Bachelors degree (non-related) 1 year
2. The instructor candidate has two options for acquiring certification as an Instructor II.
  - a. Option 1 –
    - i. Complete the Instructor I / II combined course.
    - ii. Successfully pass the certification exam for Instructor I / II.
      1. The end of course or certification exam will be delivered by the Delivery Agencies.
  - b. Option 2 –
    - i. The instructor candidate must be certified as an Instructor I.
    - ii. Complete the Instructor II course.
    - iii. Successfully pass the certification exam for Instructor II.
      1. The end of course or certification exam will be delivered by the Delivery Agencies.

**Re-certification requirements for Instructor II –**

- There shall be no requirements for maintaining Instructor II.

**Instructor III (as defined by NFPA)** – An instructor who, in addition to meeting Instructor II qualifications, has demonstrated the knowledge and ability to develop comprehensive training curricula and programs for use by single or multiple organizations; conduct organization needs analysis; and develop training goals and implementation strategies.

1. Entrance requirements will be as follows:
  - a. The instructor candidate must be at least 21 years of age before certification of instructor as may level is issued.
  - a. The instructor candidate must have a high school diploma or equivalent recognized by the North Carolina Department of Public Instruction (i.e., GED).
  - b. The instructor candidate must be **certified a minimum of two (2) years** as an Instructor II.
  - c. The instructor candidate must be **certified a minimum of seven (7) years** as a Firefighter II, Rescue Technician, or Fire & Life Safety Educator by the NC Fire & Rescue Commission.
2. Complete the workbook and submit to Educational Methodology Committee.
3. Successfully pass the certification exam for Instructor III.

**Re-certification requirements for Instructor III –**

- Must maintain requirements of an Instructor III.

## **Qualification areas for Instructor II –**

An Instructor II will be able to teach, promote, and develop course work in areas he/she may be recognized as a subject matter expert by the Commission. In order to teach a subject and evaluate students towards a Commission Standard, the instructor must receive qualification in that area by successful completion of a qualification course.

To examine and evaluate students in certification standards and specialized areas recognized by the Fire and Rescue Commission, the Instructor II must receive qualification in that subject area. Listed below are the entrance requirements to become a qualified instructor:

- Entrance requirements will be as follows:
  - To become a qualified instructor, the candidate must be certified a minimum of two (2) years as an Instructor II. Effective July 01, 2009.
  - To become a qualified instructor, the candidate must be certified a minimum of five (5) years in the specialized area. Effective July 01, 2009.
    - To become a qualified instructor in Trench, Confined Space, Surface Water, Swift Water, Structural Collapse, and Wilderness Rescue the candidate must be certified a minimum of two (2) years in these areas.
      - Note: This requirement will be effective until June 30, 2010. The requirement will revert to being certified a minimum of five (5) years after this cutoff date.
  - To become a Live Fire qualified instructor, the candidate must be qualified a minimum of five (5) years in the accredited area of Fire Fighter I / II. All other prerequisites will remain. Effective July 01, 2009.
  - To become a LP Gas qualified instructor, the candidate must be qualified a minimum of five (5) years in the accredited area of Fire Fighter I / II. All other prerequisites will remain. Effective July 01, 2009.

Qualification of an Instructor II in a specialized area can be achieved in several ways:

- By submitting resume and background training information relative to that subject area to the Certification Board or its appointed representative(s).
- By completing an approved Instructor Qualification training session for that subject area.
- By presenting college course work, experience, certification, degree work, license, etc., in the related field to the Certification Board of its appointed representative(s).

An Instructor II may qualify in any number of subjects within seven (7) different qualification areas. They are: Firefighter I / II, Technical Rescuer, Driver/Operator, Hazardous Materials Responder, Firefighter Specialty, Rescue Specialty, and Fire Officer.

Changes –

- No Educational Methodology upgrade required.
- No requirement to submit teaching hours to the Commission.
- Only qualified instructors will be allowed to teach and/or evaluate students in subject areas accredited by IFSAC and/or Pro Board.
- If an Instructor II is qualified in subject areas accredited by IFSAC and/or Pro Board they must re-qualify every five (5) years or as the standard is revised. This re-qualification will meet the continuing educational requirement.
  - The accredited areas are:
    - Fire Fighter
    - Technical Rescuer
    - EVD
    - Driver Operator
    - Hazardous Materials
    - Fire Officer
    - Fire and Life Safety Educator

## **Instructor Duties –**

### 1. Instructor I –

- a. An Instructor I (NFPA 1041 defined) - A fire service instructor who has demonstrated the knowledge and ability to deliver instruction effectively from a prepared lesson plan, including instructional aids and evaluation instruments; adapt lesson plans to the unique requirements of the students and authority having jurisdiction; organize the learning environment so that learning is maximized; and meet the record-keeping requirements of authority having jurisdiction.
- b. Instructor I is the entry level fire service instructor certification. Instructor I is an instructor who is learning and developing instructional skills and the abilities while working under close supervision of a Instructor II or Fire Department Officers.
- c. Instructor I is defined as an instructor who has demonstrated the knowledge and the ability to conduct instruction from prepared material.
- d. Instructor I should be the Fire Department Instructor.
- e. Instructor I should be restricted from teaching a subject and or evaluating students towards a Commission Standard.
- f. Instructor I will not be eligible to be qualified as a subject matter expert in none of the qualification areas.
- g. Instructor I will meet NFPA 1021 4.1; requirements for Fire Officer I.
- h. Instructor I will meet NFPA 1021 5.1; requirements for Fire Officer II.

### 2. Instructor II –

- a. An Instructor II (NFPA 1041 defined) – A fire service instructor who, in addition to meeting Instructor I qualifications, has demonstrated the knowledge and ability to develop individual lesson plans for a specific topic including learning objectives, instructional aids, and evaluation instruments; schedule training sessions based on overall training plan of authority having jurisdiction; and supervise and coordinate the activities of other instructors.
- b. Instructor II is an instructor who has demonstrated the knowledge and ability to coordinate other instructors, and who is capable of using a variety of teaching strategies to develop lesson plans and instructional aids based on a task analysis.
- c. Instructor II is defined as an instructor who has demonstrated the knowledge and ability to develop individual lesson plans for a specific topic, as well as supervise and coordinate the activities of other instructors.
- d. Instructor II can be used by the Delivery Agencies to deliver fire and rescue training programs not related to a Commission standard.
- e. Instructor II must be qualified in certification standards and specialized areas recognized by the Fire and Rescue Commission. Only qualified instructors will be allowed to teach and/or evaluate students in subject areas accredited by IFSAC and/or Pro Board.
- f. Instructor II will be eligible for qualification as a subject matter expert in all of the qualification areas.
- g. Instructor II will meet NFPA 1021 6.1; requirements for Fire Officer III.

3. Instructor III –
  - a. An Instructor III (NFPA 1041 defined) – A fire service instructor who, in addition to meeting Instructor II qualifications, has demonstrated the knowledge and ability to develop comprehensive training curricula and programs for use by single or multiple organizations; conduct organization needs analysis; and develop training goals and implementation strategies.