



Victor Valley College Fire Technology Instructor Trainee Expectations



Victor Valley College Fire Technology welcomes and encourages people who want to be instructors in the fire tech field to work on their task book at our facility. This document is to outline the college's expectations for those instructor trainees.

- Instructor trainees shall possess the minimum qualifications as outlined in the State Fire Training Procedures Manual for the discipline they are working on.
 - Many disciplines require you to have attended and passed the course you are intending to teach, have attended and passed Fire Instructor 1A and 1B (or equivalent), and held a certain rank for a minimum amount of time.
 - Some trainee positions may require you to submit documentation to the Senior Instructor showing you meet the minimum qualifications prior to becoming an instructor trainee.
 - Please review the State Fire Training Procedures Manual by going online to <http://osfm.fire.ca.gov/training/SFTProceduresManual> for all the requirements for the discipline you are interested in teaching.
- As an instructor trainee it is your responsibility to communicate with the lead instructor to determine the hours you need to be there. Remember that many of the disciplines have set up in the morning prior to the students arriving. As an instructor trainee it is important that you are at the facility for this set up as you learn a tremendous amount about how the rotation will run. It is also a time you can meet with the primary instructor to determine your role for the day and his/her expectations. This requires a commitment on your part and may require you to arrange time off or get early in's.
- Please review the State Fire Training Instructor Code of Ethics/Conduct. You can find the document online at <http://osfm.fire.ca.gov/training/pdf/Instructors%20Corner/InstructorCodeofEthics-Conduct.pdf>. All of the registered instructors teaching the class have taken the SFT Ethics class and sign the Instructor Code of Ethics/Conduct. You will also need to take this class prior to submitting your application to be a primary instructor. As an instructor trainee it is expected that you will abide by the Code of Ethics/Conduct during your trainee time.
- Realize that you will not get a task book completely signed off during one class. It will most likely take 3-4 teaching opportunities to get your task book done. Most likely on your first class you will help set up, watch how the class is run, and assist with some basic level teaching. This is your opportunity to watch the flow of the class and how the current instructors teach it. The next class you will be expected to get the class set up and teach more of the class while being monitored by the primary instructor. During this time, the primary will be evaluating your style and delivery method and may make recommendations on how to be more effective. By the third time the instructor trainee should have the ability to run the entire class to the satisfaction of the evaluating primary instructor. If the trainee does not meet the primary instructor's expectations they may be required to assist with more classes. Remember that when a primary instructor signs a portion of your task book they are certifying you are capable of teaching that part, to the standard, by yourself. Depending on the discipline involved and the actual or potential risk of the subject matter this may take more

teaching opportunities. If this happens please do not feel discouraged. The main goal of the primary instructor is to make sure you are completely prepared to teach the subject and that your students are safe.

- Finally, and not to discourage anybody, but being an instructor is not easy. It requires a commitment on your part. A commitment to know the material and teach to the state standard. A commitment to update your teaching material to keep it current and valid. A commitment to have the class set up and ready to run when the students arrive. Remember the students have the expectation that they will receive quality instruction from a quality instructor. This expectation can only be met by commitment instructors who are willing to go the extra distance and do what it takes. If that means early-in's or taking time off to teach so be it. That is all part of the commitment to be a quality instructor.

If you are interested in becoming an instructor trainee you can contact the below listed person

- Firefighter Survival, RIC, Live Fire Training
Heath Cohen, Director of Fire Technology
heath.cohen@vvc.edu
- Rescue Systems
Don Shellhammer, Senior Instructor
don.shellhammer@vvc.edu