

Justice Institute of British Columbia COURSE OUTLINE

Course Code: FOCP 113

Course Title: Frontline Leadership in the Fire Service I

Prerequisite Courses: None

Sponsoring Division: Fire & Safety Division

Previous Course Code & Title: New Course

Course Effective Date: June 2009

# of Credits:	1
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Course Description:

Learners will gain knowledge and skills to provide effective leadership as a Fire Officer I. Learners will identify the roles and responsibilities of a Fire Officer I and describe the skills necessary to succeed in that role. They will gain an understanding of their personal style of leadership and explore the impact that style has on supervision. Learners will be introduced to key personnel management concepts including those pertaining to the health, safety and stress management of their crew.

Course Goal(s):

Learners will support station operations through demonstration of effective frontline leadership and human resource management skills appropriate to the role of a Fire Officer I.

Course Learning Objectives:

Upon successful completion of this course, learners will be able to:

1. Describe the roles and responsibilities of the Fire Officer;
2. Identify the skills required to succeed in a supervisory role;
3. Assess their personal leadership style and its impact on supervision;
4. Coordinate the completion of assigned tasks and projects; and
5. Assist and support employees by recognizing the importance of health and safety issues and providing assistance when required.

Course Topics/Content:

- Roles & Responsibilities of the Fire Officer
- Fundamentals of Leadership
- Principles of Supervision
- Health and Wellness

Text and Resource Materials: Use APA style; specify chapters where applicable. ([APA Style Guidelines](#))

Required:

National Fire Protection Association & International Association of Fire Chiefs. (2006). *Fire Officer Principles and Practice*. Sudbury, MA. Jones and Bartlett.

Course Level:

X	First Year		Second Year		Third Year		Fourth Year
X	Fire Officer I Certificate Program						

Equivalent Course(s) within the JIBC: None

Class Delivery Methods:

Some courses are delivered using a range of methods within one class (course section) or alternative methods in different classes. Please outline the most common delivery options used for this course. The total class hours should be the same for each option.

Delivery Methods	Class Option A (Hours)	Class Option B (Hours)	Class Option C (Hours)	Class Option D (Hours)
Classroom/Lecture/Discussion	14			
Simulation/Lab				
Practicum/Fieldwork				
Online		14		
In House			14	
Total Class Hours	14	14	14	

Comments on Delivery Methods:

The In House delivery option is available to fire departments having instructional expertise within their department and meeting the minimum class size requirement for this delivery method. Instructional materials will be provided to the department for delivery, with evaluations overseen by the JIBC.

Related Program(s): (where applicable)

N/A

Credit Transfer exists at: (List Institutions with official transfer agreements and name equivalent courses)

N/A

Course Grading System:

Check the system that applies to this course:

<input type="checkbox"/>	Letter Grades	<input type="checkbox"/>	Percentage	<input type="checkbox"/>	Pass/Fail	<input type="checkbox"/>	Credit/No Credit
<input type="checkbox"/>	Complete/Incomplete	<input type="checkbox"/>	Attendance Only	<input type="checkbox"/>	Not Applicable		

Passing Grade:	60%
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JIBC Standard Grading Scale for Letter, Grade Point and % Grades:

Letter Grade	Grade Points	% Range	Letter Grade	Grade Points	% Range
A+	4.33	90-100	C+	2.33	64-67
A	4.00	85-89	C	2.00	60-63
A-	3.67	80-84			
B+	3.33	76-79	C-	1.67	56-59
B	3.00	72-75	D	1.00	50-55
B-	2.67	68-71	F	0.00	0-49

Evaluation Activities and Weighing: (complete the %'s which apply – total must equal 100%)

Final Exam	%	Assignments	60%	Project	%	Capstone Project	%
Midterm Exam	%	Portfolio	%	Participation	%	Other	%
Quizzes/Test	40%	Simulations	%	Practicum	%	TOTAL	100%

Comments on Evaluation:

Other Course Guidelines, Procedures and Comments:

View the Justice Institute of BC Policies listed below at:

<http://www.jibc.bc.ca/studentServices/main/AcademicServices/policies.htm>

Access Policy
Harassment Policy
Prior Learning Assessment Policy
Student Code of Conduct

Academic Appeals Policy
Intellectual Property Rights Policy
Research on Human Subjects: Ethics
Student Records