

FIRE INSTRUCTOR

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for the instruction of various training programs at the Sullivan County Emergency Services 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 Division of Public Safety Fire Coordinator's Office. Does related work as required to follow the New York State Office of Fire Prevention and Control and the Sullivan County Emergency Services policies, class schedules, locations and times as necessary.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Prepares and conducts general or specialized instructional training sessions for firefighting personnel, other emergency services personnel, County employees, or the general public;

Manages basic resources, records and reports essential to the instructional process;

Develops and adheres to lesson plans in furtherance of established instructional goals;

Selects or develops teaching aids, such as training handbooks, demonstration models, and multimedia visual aids;

Tests trainees to measure their learning process and to evaluate the effectiveness of training presentations;

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Administers and maintains records of trainee attendance, level of performance, and grading of student evaluation instruments; and

Attend annual instructor certification and updates conducted by the NYS Office of Fire Prevention and Control.

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; ability to work days, evenings and weekends; and good judgment.

MINIMUM QUALIFICATIONS:

- (A) Graduation from high school, or possession of a high school equivalency diploma and fifteen (15) years of verifiable volunteer firefighter experience, two (2) years of which shall have included experience in an instructional capacity as a State Fire Instructor, County Fire Instructor, Municipal Training Officer, or NYS Division of Criminal Justice Services General Topics Instructor; AND completion of the following courses in the NYS Office of Fire Prevention and Control Fire Training Program:

Firefighter I
Apparatus Operator Pump or Truck Company Operations
Fire Officer 1
Fire Service Instructor 1

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SPECIAL REQUIREMENTS: (1) Five (5) years of career (paid) firefighter experience can be substituted as volunteer time; (2) Candidate must possess a valid driver's license, and (3) Candidate must pass the medical clearance physical for Interior Structure Firefighting.

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Originated: 1/1/2025
Jurisdictional Class: Pending Classification
Public Hearing:
NYS Civil Service Commission Approval:

Reviewed and placed in Classplan: 3/13/2025