

COMMISSION ON FIRE PREVENTION AND CONTROL



Fire Service Instructor II Evaluation Skill Sheet Index

SS#	Skill Sheet Title	NFPA 1041 2019 Edition
FSIII - 1	Recommend Budget Needs	5.2.2, 5.2.2(A), 5.2.3; 5.2.3(A)(B)
FSIII-2	Acquire Training Resources	5.2.4; 5.2.4(A)(B)
FSIII-3	Coordinate Training Recordkeeping	5.2.5; 5.2.5(A)(B)
FSIII-4	Evaluate Instructors	5.2.6; 5.2.6(A)(B)
FSI II - 5	Create a Lesson Plan	5.3.2; 5.3.2(A)(B)
FSIII-6	Conduct a Class Using a Lesson Plan	5.4.2; 5.4.2(A)(B)
FSI II - 7	Supervise Other Instructors and Students	5.4.3; 5.4.3(A)(B)
	During Training	
FSI II - 8	Develop Student Evaluation Instrument	5.5.2; 5.5.2(A)(B)
FSIII-9	Develop a Course Class Evaluation Instrument	5.5.3; 5.5.3(A)(B)

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Skil	I Sheet #:	FSI II - 1	Primary Task:	Recomi	nend Budget Ne	eeds			
Obje	ective(s):	5.2.2, 5.2.2	(A), 5.2.3, 5.2.3(A)(E	3)	NFPA Standard:	1041 Candidate #		ate #	
			Perform	nance E	valuation Sheet				
Tas	sks:		L. L. C. L.	******	AAAAANAA IIA MAANAA II MAAAAAA AAAAA AAAAA AAAAA AAAAAA AAAAAA				
							B		
							DITECTOR	1st	2nd
1.	Analyzes	department p	policies, instructional	resources	, instructional staff, a	and facilities			
2.	Identifies t	raining goals	3						
3.	Identifies	department b	oudget process policy	/					
4.	Identifies	current resou	ırces						
5.	Identifies	and docume	nts resources to mee	et training g	goals				
6.		es a written i specified ses	report of the needs a ssions	nalysis for	instructional materia	als and equip	ment		
									÷
* Cr	ritical Step	Failure of failure on	this step mandates the entire objective	Safety is	PARAMOUNT	Total numi	didate	4	

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Fire Service Instructor II

Sheet #:	FSI II - 2	Primary Task:	Acquire	Training Resou	urces	***************************************	***************************************	
ctive(s):	5.2.4, 5.2.4	(A)(B)		NFPA Standard:	1041	Candi	date#	
	-	Perfo	rmance E	valuation Sheet				
ks:								
							1et	2nd
Identifies of	lepartment b	oudget process and	l equipment	acquisition policy			191	znu
	•							
Establishe	s timeline fo	r acquisition of trail	ning resourc	es				
Recognize	es budget co	nstraints based on	training reso	ources and budgeting	g process			
Verifies ac	quisition of t	training resources t	based on de	partment policy				
* Complet sessions	es appropria	ite budget process	and acquisit	tion forms for traininເ	g resources t	for specific		
itical Sten	Failure of	this step mandates	Safety is	PARAMOUNT	Total num	ber steps car	ndidate	5
	ks: Identifies of lidentifies restablished Recognized Verifies and * Complete	ks: Identifies department to Identifies need for train Establishes timeline for Recognizes budget converifies acquisition of the * Completes appropriate sessions	Recognizes budget constraints based on Verifies acquisition of training resources * Completes appropriate budget process sessions	Performance E ks: Identifies department budget process and equipment Identifies need for training resources Establishes timeline for acquisition of training resource Recognizes budget constraints based on training reso Verifies acquisition of training resources based on de * Completes appropriate budget process and acquisit sessions	retive(s): 5.2.4, 5.2.4(A)(B) Performance Evaluation Sheet Res: Identifies department budget process and equipment acquisition policy Identifies need for training resources Establishes timeline for acquisition of training resources Recognizes budget constraints based on training resources and budgeting Verifies acquisition of training resources based on department policy * Completes appropriate budget process and acquisition forms for training sessions	Performance Evaluation Sheet Performance Evaluation Sheet	Citive(s): 5.2.4, 5.2.4(A)(B) NFPA Standard: 1041 Candid Performance Evaluation Sheet ks: Identifies department budget process and equipment acquisition policy Identifies need for training resources Establishes timeline for acquisition of training resources Recognizes budget constraints based on training resources and budgeting process Verifies acquisition of training resources based on department policy * Completes appropriate budget process and acquisition forms for training resources for specific sessions	Recognizes budget constraints based on training resources and budgeting process Verifies acquisition of training resources based on department policy **Completes appropriate budget process and acquisition forms for training resources for specific sessions **NFPA Standard: 1041 Candidate # Performance Evaluation Sheet 1st 1st

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Skil	Sheet #:	FSI II - 3	Primary Task:	Coordinate Training Recordkeeping									
Obje	ective(s):	5.2.5, 5.2.5	(A)(B)		NFPA Standard:	1041	Candid	ate#					
	Performance Evaluation Sheet												
Tas	ks:				-	***************************************	****						
						-		1st	2nd				
1.	Identifies of recordkee		and community po	olicies and le	egal requirements re	garding train	ing						
2.	Identifies	specific data	thast can be used	for training	records								
3.	Cites laws affecting records and disclosure of training information												
4.	Describes agency professional standards applicable to training records												
5.	5. * Completes record auditing form for training information based on specific training sessions												
							L						
* Cr	* Critical Step Failure of this step mandates failure on the entire objective			Safety is	PARAMOUNT		ber steps cand plete to pass	didate	4				

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Fire Service Instructor II

Skill	I Sheet #:	FSI II - 4	Primary Task:	Evaluate Instructors					
Obje	ective(s):	5.2.6, 5.2.6	6(A)(B)	NFPA Standard:	1041	Candidate #			
			Perfori	mance Evaluation Sheet					
Tas	sks:					11-11-11-11-11-11-11-11-11-11-11-11-11-			
						1st	2nd		
1.	Identifies	departmenta	I policy for evaluating	g instructors					
2.	Identifies	evaluation m	ethod(s) for evaluati	ng instructors					
3.	Identifies instructors' strengths and weaknesses								
4,	* Makes recommendations for changes to instructional style and communications through coaching								
5.	5. Completes instructor evaluation form, if applicable								
							•		
* Cr	ritical Step		this step mandates	Safety is PARAMOUNT		er steps candidate lete to pass	4		

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Fire Service Instructor II

Skill	kill Sheet #: FSI - 5 Primary Task: Create a Lesson Plan										
Obje	ective(s):	5.3.2, 5.3.2	(A)(B)	NFPA Standard:	1041	Candidate #					
	Performance Evaluation Sheet										
Tas	ks:	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				AAAIIIAAAIIAAAA AAA					
						The supposition of the suppositi					
						1st	2nd				
1.	Identifies Job Performance Requirements (JPRs) based on topic and audience characteristics										
Identifies performance objectives for the lesson											
Constructs lesson plan using standard lesson plan format											
Determines appropriate course materials, media, instructional aids and resource needs											
5.*	Verifies Pr	eparation St	ep correlation to pe	rformance objective(s) and JPR	?(s)						
6.*	Verifies Pr	resentation S	Step correlation to p	erformance objective(s) and JPI	R(s)						
7.*	Verifies Ap	oplication Ste	ep correlation to pe	formance objective(s) and JPR	(s)						
8.*	Verifies Ev	/aluation Ste	p correlation to per	formance objective(s) and JPR((s)						
* Cr	itical Step	Failure of t failure on t e entire ob		Safety is PARAMOUNT		per steps candidate plete to pass	6				

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Fire Service Instructor II

Skill	Sheet #:	FSI II - 6	Primary Task:	Conduc	t a Class Using	a Lesson	Plan		
Obje	ective(s):	5.4.2, 5.4.2(A)(B)		NFPA Standard:	1041	Candidate #		
——			Perform	mance Ev	/aluation Sheet				
Tas	ks:								
							1st	2nd	
1.	Conducts	a class using	a lesson plan prepa	ared by the	instructor		-		
* Uses multiple teaching methods and techniques effectively and appropriately									
* Transitions effectively among teaching methods and techniques									
4.	Presents I	⊃reparation/M	lotivation elements						
				reflect confo	ant and objectives				
5.	" Delivers	rresentation	Step accurately to	renect conte	ent and objectives				
6.	Presents I	esson within s	specified time limit						
* Cr	itical Step	Failure of the failure on the	his step mandates he entire objective	Safety is	PARAMOUNT		ber steps candidate plete to pass	4	

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Skill Sheet #: FSI II - 7 Primary Task: Supervise Other Instructors and Students During Training												
Obje	ective(s):	5.4.3, 5.4.3	(A)(B)	NFPA Standard:	1041	Candidate #						
,	-		Perform	nance Evaluation Shee	t							
Tas	Tasks:											
						1st	2nd					
1.	* Identifies	s department	policy regarding the	increased hazard exposure	raining scena	irio						
2.	* Implements ICS/IMS during the increased hazard exposure training scenario											
3.	* Observes safety rules, regulations, and appropriate practices during the increased hazard exposure training scenario											
4.	* Docume scenario v	ents that train were accomp	ing goals and object dished	ives for the increased hazard	exposure trai	ining	***					
ı												
Í												
* Cr	itical Step		this step mandates the entire objective	Safety is PARAMOUNT		nber steps candidate iplete to pass	4					

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Fire Service Instructor II

Skill Sheet #: FSI II - 8 Primary Task: Develop Student Evaluation Instrument											
Obje	ective(s):	5.5.2, 5.5.2(A)(B)	NFPA Standa	ard:	1041	Candid	date#			
			Perform	mance Evaluation Sh	ieet						
Tas	ks:						us at united				
			. •								
							!	1st	2nd		
1.	Develops	student evalua	ation instrument wh	ich reflects learning object	tives						
2.	Develops	student evalu	ation instrument wh	ich reflect audience chara	cteristic	s					
3.	Develops student evaluation instrument which reflects intended training goals										
4.											
5.				rammatically accurate and							
J.							inctive				
6.		and submit a s ad verifiable pa		nstrument which reflects al	iiowanc	e ioi ali ob	ycuve,				
+ ^	iti a d O'	Eniluse of the	nie eten mandatos	To DADAMOU	NIT T	Total num	ber steps car	ndidate			
* Cr	itical Step		his step mandates ne entire objective	Safety is PARAMOU	IN I	2	nei sieps cai niete to nass		5		

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Skill	Sheet #:	FSI II - 9	Primary Task:	Develop	a Course Evalu	uation Inst	rument		
Obje	ective(s):	5.5.3, 5.5.3(A	\)(B)		NFPA Standard:	1041	Candi	date#	
		<u> </u>	Perform	nance Eva	luation Sheet				
Tas	ks:			**************************************					
								1st	2nd
1.	Reviews d	epartment pol	icy regarding course	evaluation i	nstruments				
2.	2. Develops course evaluation instrument which allows for student feedback of instructor performance								
3.	Develops course evaluation instrument which allows for student feedback of instructional methods								
4.	Develops course evaluation instrument which allows for student feedback of communication techniques								
5.	Develops of	course evalua	tion instrument which	h allows for	student feedback of	f learning env	/ironment		
6.	Develops of	course evalua	tion instrument which	h allows for	student feedback of	f course cont	ent		
7.	Develops	course evalua	tion instrument which	h allows for	student feedback of	f student mat	erials		
8.		a course evalu raining session	uation instrument whi ns	ich address	es all items aforeme	entioned for t	the		
* Cr	itical Step	Failure of thi on the entire	is step mandates failure objective	Safety is f	PARAMOUNT		Total number steps candidate must complete to pass		

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