



FIRE-201 – Fire Officer 1

Fire Services

Effective Term & Year: Winter 2024
Course Outline Review Date: 2029-09-01

Program Area: Fire Services

Description:

This course utilizes a combination of online or face to face delivery with self-paced learning. Topics covered include emergency scene level incident management, incident command, human resource management, fire administration, company level inspections, and effective management principles. The course complies the 2014 edition of NFPA 1021 Chapter 4 and upon successful completion of all requirements the candidate will receive a ProBoard certificate for Fire Officer 1.

Program Information:

This course is designed for students currently in the fire service seeking to further their career.

Delivery Methods: Online, On-campus (Face-to-Face)

Credit Type: College of the Rockies Credits

Credits: 3

Instructional Activity and Hours:

Activity	Hours
Classroom, Directed Studies or Online Instruction	40
Seminar/Tutorials	
Laboratory/Studio	
Practicum/Field Experience	

Co-op/Work Experience	
Other	40
Total	80

Course Requisites:

- Fire Fighter NFPA 1001 Level 2 ProBoard Certified, Fire Service Instructor NFPA 1041 Level 1, ProBoard Certified.

Flexible Assessment: Yes

In some cases students may be able to apply for recognition of prior learning outside the classroom. This flexible assessment process provides equivalent course credit. It is a rigorous process that may include external evaluation, worksite assessment, demonstration, standardized test, self-assessment, interview, products/portfolio, and challenge exam, or other measures as appropriate. Tuition fees apply. Contact an education advisor for more information.

Course Transfer Credit:

For information about receiving transfer credit for courses taken at either British Columbia or Alberta institutions, please see <https://www.bctransferguide.ca/> or <https://transferalberta.alberta.ca> . For more transfer credit information, please visit <https://www.cotr.bc.ca/Transfer>

All requests for course transfer credit from institutions in British Columbia or elsewhere should go to the College of the Rockies Enrolment Services office.

Textbook Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

IFSTA (6TH Edition) Fire and Emergency Services Company Officer

Please see the instructor's syllabus or check COTR's online text calculator <https://textbook.cotr.bc.ca/> for a complete list of the currently required textbooks.

Learning Outcomes:

Upon the successful completion of this course, students will be able to perform the duties of Fire Officer 1 to the criteria set by the National Fire Protection Association standard NFPA 1021:

- assign tasks or responsibilities;
- direct unit members during a training evolution;
- recommend action for member-related problems;
- apply human resource policies and procedures;
- coordinate the completion of assigned tasks;
- initiate action on a community need;
- respond to a public inquiry;
- recommend changes to a departmental policy;
- execute routine unit-level administrative functions;
- prepare a budget request;
- explain the purpose of each management component of the organization;
- explain the needs and benefits of collecting incident response data;
- describe the procedures of the AHJ for conducting fire inspections;
- identify construction, alarm, detection, and suppression features;
- secure an incident scene;
- develop an initial action plan;
- implement an action plan;
- develop and conduct a post-incident analysis;
- apply safety regulations at the unit level;
- conduct an initial accident investigation; and
- explain the benefits of being physically and medically capable.

Course Topics:

- The Company Fire Officer
- Organization Structure
- Leadership Supervisor
- Human Resources Manager
- Communication
- Administrative Function
- Health & Safety
- Company Level Training
- Communication Relations and Introduction to Fire Inspection
- Pre-Incident Survey
- Delivery of Emergency Services

Evaluation and Assessments

Assessment Type: Online

Assessment Type	% of Total Grade
The theory portion of the course is assessed with a Pro Board-approved written test. Students must achieve a minimum mark of 70%.	50%
The practical assignment portion of the course is assessed on a pass/fail basis. Students must earn a passing grade on each of the skills tests as required by the Pro Board.	50%
Total	100%

Grade Scheme

COM	NCG
Completed to the defined standard – 70% and higher	No credit granted – less than 70%

Pass requirements:

A passing average (70% or higher) in the theory components and satisfactory completion of practice criteria.

Evaluation Notes Comments:

A passing grade is required in both theory and practical skills components in order to earn credit for the course.

Exam Attendance:

Students must attend all scheduled exams at the appointed time and place. Instructors may approve an alternate exam to accommodate an illness or personal crisis. Department heads will consider other written requests. Any student who misses a scheduled exam without prior approval will receive a “0” on the exam.

Academic Policies:

College of the Rockies policies related to courses can be found at <https://cotr.bc.ca/about-us/college-policies/> and include the following:

- Policy 2.4.3 Students with Documented Disabilities
- Policy 2.4.4 Student Conduct (plagiarism, other cheating, behavioral misconduct)
- Policy 2.4.8 Academic Performance
- Policy 2.5.3 Grade Appeal
- Policy 2.4.9 Student Concerns Re Faculty

Course Changes:

The College of the Rockies updates course outlines regularly to meet changing educational, employment and marketing needs. The instructor will notify students in writing of any updates to this outline during the semester. The instructor reserves the right to revise, add or delete material while meeting the learning outcomes of this course outline.