

Alaska Public Fire and Life Safety Educator Training Record

Candidate Name: _____ TEB ID#: _____

Training Officer Signature: _____ Date: _____
(When Training Completed)

NFPA 1035 2005	Description	Date Trained	Date Tested	Date Student Competency was Evaluated	Initials	Comments
Public Fire and Life Safety Educator I						
5-1 General						
5-1.1	Fire behavior; organizational structure, function, and operation; human behavior during fire etc...					
5-2 Administration						
5-2.1	Document public fire and life safety educational activities, given specific forms or formats, so that all activities are recorded and each component of the form or format is completed.					
5-2.2	Prepare written activity reports, given specific forms or formats and information on activities, so that all components of the form or format are completed with the correct information.					
5-2.3	Maintain a work schedule, given a list of events, activity requests, pre-activity requirements, and time allotments, so that all activities are scheduled and completed without conflict.					
5-2.4	Identify community resources, services, and organizations, given a current list of resources, organizations, and identified need(s), so that the public is referred to the applicable resource(s).					
5-3 Planning and Development						
5-3.1	Identify partners for addressing fire and life safety issues, given fire and life safety issues and community agencies, organizations, and associations, so that information and resources are shared.					
5-4 Education and Implementation						
5-4.1	Select instructional materials, given a subject, learning objectives, the intended audience, and related resources, so that the materials are specific to the audience and activity objectives.					
5-4.2	Practice safety during fire and life safety education activities, given a lesson plan and a list of equipment, so that public fire and life safety activities are conducted without injury to educator or participants.					
5-4.3	Present a lesson, given a lesson plan with multiple presentation methods, evaluation instruments, time allotment, setting, and identified audience, so that the lesson plan is followed and the objectives are met.					
5-4.4	Adapt a lesson plan, given the lesson content and information on the audience, so that the material presented meets the needs of the audience.					
5-4.5	Notify the public, given a scheduled event, so that the location, date, time, topic, and sponsoring agency are included.					
5-4.6	Disseminate educational information, given information and/or materials, a specified audience, and time frame etc...					
5-5 Evaluation						
5-5.1	Administer an evaluation instrument, given the appropriate evaluation instrument and testing policies and procedures, so that lesson outcomes are known.					
5-5.2	Score an evaluation instrument, given the scoring procedures and grading scale, so that lesson outcomes are known.					

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Public Fire and Life Safety Educator II						
6-2 Administration						
6-2.1	Prepare a written budget proposal for a specific program or activity, given budgetary guidelines, program needs, and delivery expense projections etc...					
6-2.2	Project program budget expenditures, given program needs, past expenditures, current materials, personnel cost, and guidelines, so that projections are etc...					
6-2.3	Develop a public policy recommendation for management, given a fire or injury issue and policy development guidelines, so that justification for the policy etc...					
6-2.4	Evaluate subordinate performance, given written performance criteria, organizational policies on performance evaluations, and evaluation forms, so that etc...					
6-3 Planning and Development						
6-3.1	Establish public fire and life safety education priorities within a program, given relevant local loss and injury data, so that local public fire and life safety education activities address identified risk priorities.					
6-3.2	Develop an evaluation strategy, given educational program goal and objectives and evaluation instruments, so that program outcomes are measured.					
6-3.3	Design an evaluation instrument, given educational program goals and objectives and an evaluation strategy, so that the evaluation instrument measures etc...					
6-3.4	Implement an evaluation strategy, given educational program goals and objectives and evaluation instrument(s), so that educational program outcomes are measured.					
6-3.5	Participate in fire and life safety collaborative partnership, given information on the organizations in the partnership, the goal of the partnership, and etc...					
6-3.6	Prepare a request for support resources, given an organizational policy on requesting resources and a description of the resources needed, so that etc...					
6-4 Education						
6-4.1	Develop informational material, given an identified fire or life safety objective, so that information provided is accurate, relevant to the objective, and specific to the audience.					
6-4.2	Develop a lesson plan, given learning objectives and a specified audience(s), so that the objectives are met.					
6-4.3	Develop educational materials, given a lesson plan and a specified audience, so that the materials support the lesson plan and are specific to the audience.					
6-4.4	Design a public fire and life safety education program, given a comprehensive educational strategy, so that the goals of the given strategy are addressed.					
6-4.5	Revise an education program, given results of an evaluation process and program objectives, so that the program is modified and objectives are achieved.					
6-5 Evaluation						
6-5.1	Develop an evaluation strategy, given education program goals and objectives and evaluation instrument(s), so that program outcomes are measured.					
6-5.2	Design an evaluation instrument, given education program goals and objectives and an evaluation strategy, so that the evaluation instrument measures the program outcome,					
6-5.3	Implement an evaluation strategy, given educational program goals and objectives and evaluation instruments(s), so that educational program outcomes are measured					

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Public Fire and Life Safety Educator III						
7-2 Administration						
7-2.1	Develop a fire and life safety education budget, given schedules and guidelines concerning its preparation, so that capital operating and personnel costs are determined and justified.					
7-2.2	Formulate alternate systems of program development and delivery, given interagency networks, funding sources, and volunteer recruitment, so that the fire and etc...					
7-3 Planning and Development						
7-3.1	Develop a comprehensive organizational public fire and life safety education strategy, given a systematic planning process and relevant information, so that program goals, design, resources, implementation, and evaluation methods are included.					
7-3.2	Create a collaborative fire and life safety education partnership, given a description of local organizations and agencies, a list of fire and injury priorities, and etc...					
7-3.3	Project current fire and life safety issues, given current and emerging trends, so that proactive planning is accomplished within the organizational mission.					
7-3.4	Develop a public policy recommendation, given a fire or injury issue, and policy development guidelines, so that justification for the policy is provided etc...					
7-3.5	Develop a marketing plan, given community risk issues and identified public fire and life safety education goals, so that an awareness of the importance of fire and life safety is created within the community.					
7-4 Education and Implementation						
7-4.1	Create educational messages, given an identified community risk(s), so that the messages address the risk(s), are accurate, and are specific to the audience.					
7-4.2	Establish administrative policies for the public fire and life safety education program, given organizational mission, federal, state/provincial and local regulations, so that program policies are clearly stated and support the organizational mission.					
7-4.3	Create a training program for public fire and life safety educators, given identified job performance requirements and training program goals, so that the educators are able to carry out the job performance requirements and so that the training program goals are achieved.					
7-4.4	Create an awareness campaign within the organization, given identified public fire and life safety education goals and policies, so that all members are informed of their role within the organization's fire and life safety education strategy.					
7-4.5	Create a comprehensive public fire and life safety education report(s) for policy makers, given relevant information, so that educational strategies, goals, objectives, activities, impact, budgets, and outcomes are clearly described.					
7-5 Evaluation						
7-5.1	Implement a public health surveillance system, given the community's fire and injury prevention programs, so that the effectiveness of the programs can be determined.					
7-5.2	Evaluate the educational program quantitatively and qualitatively, given the community fire and injury risk(s) and programs, so the benchmarks are recorded, customer satisfaction and educational gain are measured, and behavioral change is tracked.					