



Course Number
FIR 205

Course Title
Fire Department Organization

Credits
3

Hours: 3 lecture
Lecture/Lab/Other

Co- or Pre-requisite: N/A

Implementation
Semester & Year
January 2022

Catalog description:

Study of the history, methods, types, and principles of fire department organization and management. Emphasizes supervisory responsibilities and functions.

General Education Category:

Not GenEd

Choose an item.

Course coordinator:

James McCann, (609) 799-3245 or mccannj@mccc.edu

Required texts & Other materials:

Fire and Emergency Services Administration by L. Charles Smeby, Jr. (Jones & Bartlett)
IFSTA, Fire Inspection & Code Enforcement, 8th edition.

Course Student Learning Outcomes (SLO):

Upon successful completion of this course the student will be able to:

This course introduces the student to the organization and management of a fire department and the relationship of government agencies to the fire service. Emphasis on fire service leadership from the perspective of the company officer.

The student will be able to:

1. Identify career development opportunities and strategies for success. (ILG 1, 5, 10), (PLO 1)
2. Explain the need for effective communication skills both written and verbal. (ILG 1, 5, 10), (PLO 1, 6, 7)
3. Articulate the concepts of span and control, effective delegation and division of labor. (ILG 1, 5, 11), (PLO 1)
4. Recognize appropriate appraising and disciplinary actions and the impact on employee behavior. (ILG 1, 5, 8, 9, 10, 11), (PLO 1, 7)
5. Examine the history and development of management and supervision. (5, 7, 8, 10, 11), (PLO 1, 4, 5, 7)
6. Evaluate methods of managing available resources. (ILG 10, 11), (PLO 1, 3, 5, 6)
7. Identify roles and responsibilities of leaders in organizations. (ILG 5, 10, 11), (PLO 1, 3, 4, 5, 6, 7)

8. Compare and contrast the traits of effective versus ineffective supervision and management styles. (ILG 1, 5, 10, 11), (PLO 1)
9. Identify and assess safety needs for both emergency and non-emergency situations. (5, 10, 11), (PLO 1, 2, 3, 6, 7)
10. Identify the importance of ethics as they apply to supervisors. (ILG 5, 8, 9, 10, 11), (PLO 1, 7)
11. Identify the role of a company officer in Incident Command System (ICS). (ILG 5, 8, 9, 10, 11), (PLO 1, 3, 7)
12. Describe the benefits of documentation. (ILG 1, 10, 11), (PLO 6)
13. Identify and analyze the major causes involved in line of duty firefighter deaths related to health, wellness, fitness and vehicle operations. (ILG 3, 5, 10, 11), (PLO 7)

Course-specific Institutional Learning Goals (ILG):

Institutional Learning Goal 1.

Written and Oral Communication in English: Students will communicate effectively in both speech and writing.

Institutional Learning Goal 3.

Science: Students will use the scientific method of inquiry, through the acquisition of scientific knowledge.

Institutional Learning Goal 5.

Social Science: Students will use social science theories and concepts to analyze human behavior and social and political institutions and to act as responsible citizens.

Institutional Learning Goal 8.

Diversity and Global Perspective: Students will understand the importance of a global perspective and culturally diverse peoples.

Institutional Learning Goal 9.

Ethical Reasoning and Action: Students will understand ethical frameworks, issues, and situations.

Institutional Learning Goal 10: Information Literacy: Students will recognize when information is needed and have the knowledge and skills to locate, evaluate, and effectively use information for college level work.

Institutional Learning Goal 11: Critical Thinking: Students will use critical thinking skills understand, analyze, or apply information or solve problems

Program Learning Outcomes for (PLO)

1. Discuss the history, support organizations, resources, incident management, training, and emergency operations and relate how each plays a role within the fire service.
2. Define and use basic terms and concepts associated with the chemistry and dynamics of fire;
3. Apply principles of hydraulics, building construction, strategy, and tactics to fire ground operations;
4. Communicate the relationship of fire prevention and fire inspection;
5. Demonstrate the importance of public education in relation to fire prevention;
6. Evaluate facilities to appraise code compliance and potential hazards, building construction issues, and presence of appropriate fire protection systems to help ensure life safety both pre-incident and during an incident;
7. Employ safe work practices using recognized standards and regulations

Units of study in detail – Unit Student Learning Outcomes:

I. New challenges and opportunities (Supports SLO 1)

- A. Describe Duties
- B. Understand and explain National Standards
- C. Understand Career Opportunities
- D. Describe the Education and Training

II. Communication Process (Supports SLO 2)

- A. Define Verbal communication
- B. Define Written communication
- C. Explain Active Listening Skills

III. Management Principles (Supports SLO 3)

- A. Define Span of Control
- B. Explain Delegation/Division of Labor
- C. Define Unity of Command
- D. Understand and explain the Chain of Command
- E. Describe Organizational Structure

IV. Tools for Employee Development (Supports SLO 4)

- A. Evaluation and Appraisal of Employees
- B. Explain the role of Rewards and Motivation
- C. Understand and explain the Progressive System of Discipline
- D. Understand Grievance Procedures

V. Management and Supervision (Supports SLO 5)

- A. Explain the Theories of management and supervision
- B. Describe the History of management and supervision

VI. Managing Resources for Emergency and Non-emergency (Supports SLO 6)

- A. Understand and explain the management of Equipment
- B. Understand and explain the management of Personnel
- C. Understand and explain the management of Time

VII. Leadership (Supports SLO 7)

- A. Describe Managers
- B. Describe Leaders
- C. Explain the Roles and Responsibilities of leadership

VIII. Supervision and Management (Supports SLO 8)

- A. Describe Management Styles
- B. Understand the Traits of management
- C. Explain Effectiveness of management

IX. Safety Assessment (Supports SLO 9, 13)

- A. Define Non-Emergency
- B. Define Emergency

X. Ethics (Supports SLO 10)

- A. Define Harassment
- B. Define Conflict of Interest
- C. Define Public Trust
- D. Explain a Code of Ethics
- E. Define Diversity
- F. Define Morality

XI. Incident Management System (Supports SLO 11)

- A. Explain the Duties and Responsibilities in the Incident Management System
- B. Understand and explain Transfer of Command

XII. Records Management (Supports SLO 13)

- A. Define Formal Documentation
- B. Define Informal Documentation

Evaluation of student learning: Students will be evaluated for mastery of learning objectives by methods of evaluation to be determined by the instructor. Periodic tests or quizzes as well as a final exam may be utilized. Other methods such as a research papers or group projects are encouraged.