



ADVANCED OFFICER: top level staff officer (option 1: 106 total hours; option 2: 104 total hours)
Option 1:

Required Courses (74 hrs.):

Fire and Emergency Services Administration (42 hrs.) - Fire and emergency service administrative structures and processes; management and leadership models and applications.

Leadership III (16 hrs.) - presents the company officer with the basic leadership skills and tools needed to perform effectively in their fire service role. The course addresses when and how to delegate to subordinates, assess personal leadership styles through situational leadership, discipline subordinates, and apply coaching/motivating techniques.

Fire Department Administrative Investigations and Firefighter Discipline (16 hrs.) – provides students with the knowledge for conducting a fire department administrative investigation, from due process to a firefighter’s right to remain silent; covers common fire service disciplinary process mistakes, establishing a professional standards system, proper due process proceeding, “conduct unbecoming,” proper investigations process, proper and necessary polices, interviewing skills, and firefighter Bill of Rights laws.

Required Electives - 32 hours (must be taken from more than one course)

Option 2:

Required Courses (72 hrs.):

Fire Officer II (40 hrs.) - provide officers at the second level of progression with the knowledge and skills to meet the minimum job performance requirements for paid and volunteer fire officers; course designed to satisfy the requirements of the National Fire Protection Association (NFPA) 1021 Fire Officer II Standard (less any prerequisite other than Intermediate Firefighter, and approved

Fire Officer I).

Leadership III (16 hrs.) - *see description outlined above in option 1*

Fire Department Administrative Investigations and Firefighter Discipline (16 hrs.) – *see description outlined above in option 1*

Required Electives - 32 hours (must be taken from more than one course)