Discipline: Fire Science
Course Title: Fire Service Supervision

CR.HR. 3  LECT HR. 3  LAB HR. 0  CLIN/INTERN HR. 0  CLOCK HR. 0

Catalog Description:
This course will involve the student in learning proper methods of leaderships, and supervision as it pertains to today’s first line fire service supervisor. It will encompass basic supervisory techniques and help the student to apply them to their special problems in supervising in today’s fire service.

Prerequisites:
None

Expected Student Outcomes in the Course (ESO):
Upon completion of this course, the student will be able to:

1. Define what are the duties of a first line supervisor in the fire service.
2. Describe the basic tools a first line supervisor needs.
3. Identify the role of the first line supervisor in personnel matters.
4. Characterize the difference between being an employee and a first line supervisor.
5. Explain actions that a first line supervisor may need to take in a unionized fire department.
6. Apply basic supervisory tools to simulated problems.
7. Examine the role of a first line supervisor in a decentralized organization.
8. Contrast duties of a first line supervisor during emergency and non-emergency actions.
9. Prioritize the duties of a first line supervisor as they pertain to the needs of the organization and the supervisor.
10. Categorize the terminology “the lynchpin of the fire service” as it pertains to the first line supervisor.
11. Summarize the problems of being the same union as your personnel for the first line supervisor.
12. Summarize the potential changes that may befall the duties of a first line supervisor in the future in the fire service.
GENERAL EDUCATION OUTCOMES (ESO)
Specify which general education outcomes, if any, are substantially addressed by the course. Numbers in parentheses identify the Expected Student Outcomes linked to the specific General Education Outcome.

1. Communication
   A. Listening and Speaking Skills;
      • Identify and explain the elements of the communication process (speaker, message, channel, listener, feedback, interference, situation) and apply these elements in different speaking contexts (1, 6)

2. Lifelong Learning
   B. Personal and Professional Development
      • Pursue structured learning opportunities, certification, and/or degrees (1-13)
PROGRAM-LEVEL OUTCOMES

CAREER AND TECHNICAL EDUCATION PROGRAM OUTCOMES
Specify which Career and Technical program outcomes, if any, are substantially addressed by the course by completing the “Career and Technical Education template” to show the relationship between course and program outcomes to assessment measures.

The student will explain the history and origins of the Fire and Emergency Services
• Accurately interprets historical events that have lead to the development of the fire service industry, equipment and fire codes
• Accurately interprets the mission and organization used in the fire service
• Demonstrates the use of fire service communications during emergency and non-emergency operations

The student will be able to explain and demonstrate the safety and health procedures/requirements set by the National Fire Protection Association
• Identify the National Fire Protection Administration’s standard on fire service health and safety (NFPA 1500)

The student will demonstrate the ability to develop and maintain professionalism in the field of Public Safety
• Demonstrate the ability to conduct the duties as a fire fighter in professional manner

The student will demonstrate the ability to lead and manage emergency personnel and resources
• Recognize and identify interpersonal traits of supervisors and firefighters
• Recognize and identify the diverse demographics of the fire service
• Recognize the laws, statutes’, case studies and standards that apply to sexual harassment, discrimination, ADA, equal employment, and personnel management
• Demonstrate the ability to develop lesson plans and conduct training classes
• Demonstrate the ability to develop professional development plans, hiring and promotional procedures, and recruitment/retention programs
• Demonstrate the ability to develop performance appraisals, productivity and performance surveys, and corrective/reward systems

CLASS-LEVEL ASSESSMENT MEASURES
Student accomplishment of expected student outcomes will be assessed using the following measures. (Identify which measures are used to assess which outcomes.)

1. Assessments on all course objective will consist written examination and essays
Individual instructors may order this outline as fits the needs of their individual courses. In addition, they may place more emphasis on some areas than on others. What is assured is that this particular list is covered in the course. Other topics may be added to a course as the instructor sees fit, and as time and interest allow. An *asterisk can be used to mark an item as optional.

I. History of fire service
   A. Evolution of fire service
   B. Fire service leadership
   C. Fire service organizations

II. What and why of an organization
   A. Reasons for an organization
   B. Fire department as an organization

III. What is a supervisor
    A. Line personnel
    B. Transition

IV. Basic principles of supervision and management
    A. Motivation
    B. Communication
    C. Decision making
    D. Time management

V. Application of basic principals of supervision and leadership
    A. Cyclical management
    B. Guidelines for fire service leadership

VI. Basic functions of first line supervisor
    A. Task assignment
    B. Directing your unit
    C. Assist members in problem solving
    D. Apply local policies and procedures
    E. Coordinate unit operation
    F. Evaluation of job performance

VII. Supervision in the future
    A. Changing role of first line supervisor
    B. Impediments to change