

Course Objectives/Course Outline

Spokane Community College

Course Title: Professional Development
Prefix and Course Number: FS 233

Course Learning Outcomes:

By the end of the course, a student should be able to:

- Analyze common hiring practices in the fire service.
- Complete a Fire Service job search.
- Accurately complete a fire service application.
- Write a well-structured, accurate resume.
- Conduct themselves in a professional manner.

Course Outline

- I. Finding Positions in the fire service
 - A. National Testing Network
 - B. Public Safety Testing
 - C. Specialized Websites
 - D. Governmental Websites
 - E. Other
- II. Job Application
- III. Physical Test
- IV. Fire Fighter Selection Tool
 - A. Test Taking Practices
 - B. Sections
 - C. Study Tools
- V. Resume
- VI. Cover Letter
- VII. Interviews
 - A. Every Day is an Interview
 - i. Ethics
 - ii. Demeanor
 - iii. Dress/Appearance
 - iv. The Handshake
 - B. Why do you want to be a firefighter?
 - i. The Elevator Pitch
 - ii. Panel Interview

iii. Chiefs Interview

iv. Thank You Card

VIII. Continuing Education

A. Formal Education

B. Formal Training

i. In House

ii. Conferences

iii. Regional Trainings

iv. FOOLS

v. National Fire Academy

1. In Person

2. Online

C. Informal Training