

EMERGENCY SERVICES TRAINING INSTRUCTOR

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class is responsible for conducting training in various emergency services disciplines such as fire prevention and safety, firefighting, emergency medical services, disaster services, arson, hazardous materials control and emergency communications. Instructors are part-time and are compensated on an hourly basis. An incumbent of this class may also coordinate courses at the fire academy to ensure that the instructors from various disciplines are scheduled to provide training in an orderly fashion, that the registration of participants is handled properly, and that course materials are obtained and disseminated as needed. Instructors are selected based upon their subject matter expertise and training experience. Supervision is exercised over personnel assigned to assist with training demonstrations or training aids. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Provides instruction to organizations that use the Emergency Services Training Center; may provide instruction on Weapons of Mass Destruction;

Designs course content and lesson plans for specialized courses;

Constructs, administers and corrects examinations;

Meets with private industry to arrange for emergency response training;

Confers with students to determine any difficulty with subject matter;

Recommends course changes as indicated;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, email and database software in performing work assignments;

May perform other incidental tasks, as required;

Completes various forms and reports involved in training programs.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of subject matter area including theory, techniques and applicable laws, rules and regulations; ability to develop specialized training and to present ideas and concepts clearly and effectively both orally and in writing; skill in utilizing training aids and arranging demonstrations; ability to effectively use computer application such as spreadsheets, word processing, calendar, email and database software; good speaking voice and enunciation; good judgment; leadership; tact; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Five years paid or volunteer experience in an Emergency Services agency and either: (a) certification as a New York State Fire Instructor Level I or acceptable equivalent; or (b) current certification as a New York State Emergency Medical Technician (EMT, EMT-I, EMT-CC or EMT-P); and Certification by the New York State Department of Health as a Certified Instructor Coordinator (CIC) or Certified Lab Instructor (CLI).