

PALM BEACH COMMUNITY COLLEGE
Course Outline

Course Number and Title

FFP 2780: FIRE SERVICE ADMINISTRATION

Catalog Description

This course is designed to present the principles of management theory, and its application in the fire service. The course is intended for officers whose area of responsibility encompasses long and short range planning, budgeting and administration.

Credit and Contact Hours

3/48

Transferability

Conditional

Prerequisites

Certified Firefighter

Co-requisites

None

Textbooks and/or Bibliography

Managing Fire and Rescue Services, Copyright 2002 (ICMA)
ISBN: 0-87326-128-3

Course Core Objectives

To accomplish this, the student will become familiar with the following topics:

1. Modern Fire Protection, Emergency Medical, and Rescue Services
2. Evaluating Local Risks and Planning for the Necessary Resources
3. Leadership Strategies for the Political Process
4. Organizing and Deploying Resources
5. Human Resource Management
6. Fiscal Management
7. Capital Resource Management
8. Leading and Managing
9. Training for Fire and Emergency Response Services
10. Performance Measurement and Organizational Improvement
11. Health, Wellness, and Injury Prevention
12. Comprehensive Prevention Programs

13. Regulations, Standards, and Issues of Liability
14. Information Management
15. Communication Systems and Emergency Response Centers
16. Intergovernmental Cooperation

Course Core Outline

History and Trends
EMS Management
ISO Presentation
Assessment Center Exercises
Assessment Center Exercises
STRESS - Personal Assessment Test/From NFA
Resource Management, Budget & Finance
Labor Management
Legal Aspects Program Management
Emergency Management
SARA Title III Presentation
Prevention/Code Administration
Alternative Systems/Training and Development
The Future of the Fire Service
NFPA 1500

Applies to Certificate (s):

Fire Officer II

Applies to Certificate Renewal (s):

Fire Safety Inspector and Special Fire Safety Inspector

Special Requirements

None.