



# NATIONAL FIRE ACADEMY

DIRECT DELIVERY TO THE

## MAINE FIRE SERVICE

September 15 & 16, 2018

## FALL COURSES - BANGOR AREA

**REGISTRATION DEADLINE - PLEASE RESPOND BY JULY 13, 2018**

**COURSE LOCATION: EASTERN MAINE COMMUNITY COLLEGE**

**354 Hogan Road Bangor, Public Safety Building**

Classes start 0800 - 1700

These courses are brought to the **State of Maine Fire Service** in collaboration with **Maine Fire Service Institute**. Funding to support these classes is provided by a State Fire Training Grant from the **National Fire Academy** and is also subsidized by the Maine Fire Investigation and Prevention Tax. Lunch will be provided both days Saturday & Sunday for a **\$25.00 fee**, non-refundable. Fire Dept. PO or Check required. Lodging & travel are on your own. Please contact us for information on local hotels. **207-844-2073: Please enroll at your earliest convenience to ensure the course will be offered as scheduled. We must meet a minimum enrollment of 15 participants for each class. Pre-registration is required - No Walk ins.**

### NFA Health & Safety Officer (F0730)

**Course description:** This two-day course examines the Health and Safety Officer's role in identifying, evaluating and implementing policy and procedures that affect health and safety aspects for emergency responders. Risk analysis, wellness, and other occupational safety issues will be the main emphasis of this course.

**Selection criteria:** Individuals who have department-level health and safety responsibilities. Individuals attending this course should have working knowledge of the Incident Command System as taught by the National Fire Academy, working knowledge of applicable National Fire Protection Association and Occupational Safety and Health Administration requirements and recommendations, and responsibility for setting policy for the department on such issues.

### Leadership in Supervision: Creating Environments for Professional Growth (F0646)

**Course description:** This two-day course presents the supervisor with the basic leadership skills and tools needed to perform effectively in the fire service environment. The course includes concepts related to a successful transition to supervisory and leadership roles, including concepts of adaptive leadership; change management; active followership; effective communication, including difficult conversations and advocacy-inquiry based dialogue; ethics; authority; power; decision-making; and active engagement through development of a personal plan.

**Selection criteria:** Primary target audience for this course are those individuals who are at the first line level of supervision. For purposes of student selection first line level is considered to be those at the Company Officer or Unit (fire prevention, fire education, communications, EMS, etc.) Supervisor level. More specifically primary selection criteria are as follows:

- First line supervisors in fire and emergency medical services organizations
- Fire and emergency medical services personnel due for promotion/appointment to a first line supervisory position within 18 months
- Fire and emergency medical services personnel who are regularly assigned acting supervisory positions
- Fire and emergency medical services personnel currently enrolled in the NFA Managing Officer will be provided priority selection

The secondary target audiences are fire and EMS personnel at the first line management level (Chief Officer or above). Students at this level may be given consideration on a space available basis.

# NFA 2018

A strong partnership exists between NFA and state and local fire training systems to advance the professional development of fire service personnel. This partnership has resulted in the ongoing development and delivery of the Academy's distance delivery curriculum.

**DEADLINE TO  
REGISTER  
JULY 13, 2018**

**REGISTER NOW!  
REGISTRATION FEE  
\$25.00**

**LUNCH INCLUDED SAT & SUN  
PAYMENT MAY BE MADE BY  
FD PURCHASE ORDER OR BY  
YOUR PERSONAL CHECK :  
MFSI/SMCC**

## MAINE FIRE SERVICE INSTITUTE



Mail Registration Forms to:

**MFSI - NFA 2018**

**Attn: Anne Heinig**

**19 SEWALL STREET**

**BRUNSWICK, ME 04011**

Phone: 207-844-2070

Fax: 207-725-9079

E-mail: [MFSInfo@SmccMe.edu](mailto:MFSInfo@SmccMe.edu)



These courses are subsidized by the NFA State Fire Training Grant Fund and the operating funds provided through the Fire Investigation and Prevention Tax. (FIPT)

## NOTICE TO APPLICANTS FOR FY 2018 NFA ENDORSED COURSES

### Requesting a Student Identification Number

If you are interested in applying for a NFA course, you need to register for a FEMA Student Identification Number (SID). **Applications for NFA courses that do not include a SID will not be processed.**

#### To obtain a SID

1. Register at <https://cdp.dhs.gov/femasid>
2. Select "Need a FEMA SID?" on the right side of the screen.
3. Follow the instructions to create your account.
4. You will receive an email with your SID. Save this number in a secure location.

### Application/ Registrations:

A copy of the completed NFA application and course registration are to be completed by the Student. Incomplete registrations will not be processed. Both of the forms included must be provided to MFSI no later than **July 15, 2018**. Spots will be reserved as applications are received. **REGISTRATION FEE FOR DIRECT DELIVERY COURSES IS \$25.00** (non-refundable). Space is limited to 24 each class. PLEASE REGISTER EARLY – We must submit a minimum roster of 15 students, 45 days before the start of the class.

*These courses are subsidized by the NFA State Fire Training Grant Fund and the operating funds provided through the Fire Investigation and Prevention Tax. (FIPT)*

- **GET YOUR SID - Go to :** <http://www.usfa.fema.gov/training/nfa/admissions/apply.html#sid>
- **National Fire Academy Short Form Application 119.25.2** (Complete with SID and signature)
- **MFSI/SMCC registration form with payment:** See Next Page for payment information and options. (\$25 per person) *Lunch provided Sat & Sun. Lodging on your own. Call for more info. 844-2070*
- **Mail forms to: MFSI Attn: Anne Heinig 19 Sewall St. Brunswick ME 04011.**  
**DO IT TODAY! DEADLINE IS JULY 15, 2018. REGISTER NOW!**
- **Check your email for confirmation/receipt of your registration materials. Mark your Calendars!**

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# Registration Form

SMCC ID# \_\_\_\_\_ TODAY'S DATE \_\_\_\_\_

LAST NAME \_\_\_\_\_ FIRST \_\_\_\_\_ MIDDLE \_\_\_\_\_

BIRTH/OTHER NAME \_\_\_\_\_ E-MAIL \_\_\_\_\_

CELL PHONE \_\_\_\_\_ HOME PHONE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

COUNTY \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_

GENDER\* ☐ FEMALE ☐ MALE

BIRTHDATE\* \_\_\_\_\_

MINOR RELEASE FORM REQUIRED FOR STUDENTS UNDER 18 YEARS OF AGE

ETHNIC GROUP\* (CHOOSE ONE) ☐ HISPANIC/LATINO ☐ NOT HISPANIC/LATINO

RACE\* (CHOOSE ALL THAT APPLY) ☐ AMERICAN INDIAN OR ALASKA NATIVE ☐ ASIAN  
☐ BLACK OR AFRICAN AMERICAN ☐ WHITE  
☐ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER

\*OPTIONAL – THIS INFORMATION IS USED FOR REPORTING PURPOSES ONLY

YOUR REASON FOR ENROLLING ☐ DEGREE OR CERTIFICATE ☐ PERSONAL ENRICHMENT  
☐ TRANSFER TO ANOTHER COLLEGE ☐ SKILLS FOR EMPLOYMENT ☐ OTHER

I HAVE BEEN A RESIDENT OF MAINE SINCE \_\_\_\_\_ (for non-educational purposes)  
MONTH/YEAR

ARE YOU A U.S. CITIZEN? ☐ YES ☐ NO PROOF OF MAINE/US RESIDENCY REQUIRED TO QUALIFY FOR IN-STATE TUITION

DO YOU HAVE A HIGH SCHOOL DIPLOMA OR GED? ☐ YES ☐ NO

REGISTRATION YEAR \_\_\_\_\_ ☐ SPRING ☐ SUMMER

COURSE CODE	COURSE NUMBER	COURSE SECTION	Select just one 2-day course COURSE TITLE	CREDITS	A AUDIT R REPEAT	OFFICIAL USE
F0730	1		HEALTH & SAFETY OFFICER			
F0646	2		Leadership in Supervision: Creating Environments for Professional Growth			

**YOUR SIGNATURE INDICATES YOU HAVE READ AND UNDERSTAND THE CONDITIONS STATED ON THE BACK OF THIS FORM.**

STUDENT SIGNATURE \_\_\_\_\_