



Applications Due August 9, 2024  
Limited to 24 Participants

# Fire & Emergency Services Instructor I & II

This hybrid program utilizes **both in-person classes and Zoom**. Attendance is mandatory for all sessions. This course meets the requirements of the Maine EMS identified standards for courses that lead to licensure for Instructor Coordinators, as well as the NFPA 1041 standard for Fire & Emergency Services Instructor I & II Professional Qualifications.

**Alfred**  
**York County**  
**149 Jordan Springs Road**  
*Dates & Times Subject to Change*

Sept 11 - In-Person, 6-9PM  
Sept 25 - In-Person, 6-9PM  
Oct 2 - Zoom, 7-9:15PM  
Oct 9 - Zoom, 7-9:15PM  
Oct 16 - Zoom, 7-9:15PM  
Oct 23 - In-Person, 6-9PM  
Oct 30 - In-Person, 6-9PM

Nov 6 - Zoom, 7-9:15PM  
Nov 13 - Zoom, 7-9:15PM  
Nov 20 - Zoom, 7-9:15PM  
Dec 4 - In-Person, 6-9PM  
Dec 11 - In-Person, 6-9PM  
Dec 14 - In-Person, 8AM  
Dec 21 - \*Make-up Date

**Fee: \$350 In-State**  
**\$700 Out-of-State**

Prerequisites: Three (3) years of fire service experience, documented by Fire Chief. Alternatively, similar training and education with chief's permission to participate.

Send application materials to:  
Maine Fire Service Institute  
ATTN: Anne Heinig  
aheinig@smccme.edu  
19 Sewall Street  
Brunswick, ME 04011



[mfsi.me.edu](http://mfsi.me.edu)

☎ 207-844-2070

✉ [mfsiinfo@smccme.edu](mailto:mfsiinfo@smccme.edu)



*Serving Maine Fire Training Since 1948*

## Fire & Emergency Services Instructor I & II

**Attendance** is mandatory for all sessions. This program is conducted partially via Zoom. Please note that dates and times are subject to change.

A portion of the **program fee** (\$100) will still be invoiced for participants who withdraw after the second class (January 24, 2024). The registration fee includes a copy of the Jones & Bartlett textbook. The J&B Exam Prep Book can be provided on a loan basis to students by request.

**The Peter L. Rines Memorial Scholarship** may be available for qualifying students. Please contact MFSI Director Jim Graves (207-844-2078 or [jgraves@smccme.edu](mailto:jgraves@smccme.edu)) for more information about how to apply. The intent of the Peter L. Rines scholarship is to provide financial assistance to Maine fire/rescue department members to help facilitate their attendance at a Maine Fire Service Institute Fire Instructor Program or Fire Officer Program/Academy. Priority will be given to those applicants from resource deprived communities and fire departments facing financial barriers to attendance. Any member in good standing of a Maine Fire Department holding the necessary prerequisite certifications may apply for the program desired. The application shall include a cover letter briefly stating intent and financial need, personal goals in the fire service and anticipated community/fire service benefits. A completed application form with the Fire Chief's endorsement is also required.

**Course description:** This 72+/- hour course is designed to meet or exceed requirements of the Maine EMS identified standards for courses that lead to licensure for Instructor Coordinators, as well as the NFPA 1041 standard for Fire & Emergency Services Instructor I & II Professional Qualifications. Class time is spent on instructor roles, audience analysis, communication skills, the writing of objectives, simulations, and evaluation methods. Each student is required to prepare and deliver both a 10-minute and a 20-minute classroom presentation. This course is an advanced level of education and requires the use of a laptop or computer and access to the internet, with assignments to be completed online.

**Recognition/Credit & Preferred Prerequisites:** All students who successfully complete the course will receive a certificate of completion as meeting the NFPA 1041 standard for Fire & Emergency Services Instructor I & II Professional Qualifications. This course is designed for both Fire & EMS staff. For fire service members, the preferred prerequisites are: NFPA Fire Fighter I and II and 3 years of fire service experience. For EMS personnel, the preferred prerequisite is 3 years of emergency services experience. Please click [here](#) to view additional details about credit and reciprocity for EMS personnel. This document was produced by the Maine Bureau of EMS, and applies primarily to Fire & EMS Instructor I & II candidates who are interested in obtaining a Maine EMS Instructor Coordinator license.



# 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 # (last 4 digits) \_\_\_\_\_

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 \_\_\_\_\_ TERM  FALL  SPRING  SUMMER

COURSE CODE	COURSE NUMBER	COURSE SECTION	COURSE TITLE	CREDITS	A AUDIT R REPEAT	OFFICIAL USE
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			Fire Instructor I/II - Alfred 2024			

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

Southern Maine Community College is an equal-opportunity institution and employer. If you have a disability and wish to request accommodations, please contact the Director of Disability Services, Heather Jackson, at 207-741-5923 or via email at [hjackson@smccme.edu](mailto:hjackson@smccme.edu). Appointments are available by Zoom and in person on both the Brunswick and South Portland campuses. Walk-in appointments are welcome. Documentation of your disability is required, but please do not let the absence of documentation prevent you from seeking accommodation.



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## Fire Chief's Permission to Participate Form

I, \_\_\_\_\_, do attest and certify that \_\_\_\_\_  
is a member of the \_\_\_\_\_ Fire Department and is being  
recommended for this Fire Instructor I/II program.

Chief's signature \_\_\_\_\_

Date \_\_\_\_\_

### ----- Registration Information -----

To obtain Pro Board certification, the candidate must have the following prerequisite requirements:

- Three (3) years of fire service experience, documented by Fire Chief.
- Alternatively, training and education in similar discipline with chief's permission to participate. *Note: MFSI Administration reserves the right to waive any prerequisites.*

Candidates who do not possess all the prerequisite requirements listed above are still encouraged to apply to this program. Three (3) years of credible fire service experience is highly recommended.

**Submit certificate copies with completed registration forms to:**

**ATTN: Anne Heinig**

**Email: [aheinig@smccme.edu](mailto:aheinig@smccme.edu)**

**Mail: MFSI - 19 Sewall St. Brunswick, ME 04011**

Questions? Call 207-844-2070 or email [mfsiinfo@smccme.edu](mailto:mfsiinfo@smccme.edu).



*In Service Since 1948*

## **Program Billing Procedure**

In the past, MFSI has collected payment for programs and courses at the time of registration. However, in an effort to avoid delays in departments/individuals/agencies receiving their reimbursement funds for canceled programs, we will not be collecting payment for any program until after it has begun.

Please use this form to provide information about the intended payment method (whether it will be an individual or a fire department/other agency) so that MFSI can invoice the payer after the program's start date. We ask that you write legibly or type your responses.

***Your application will not be considered complete without this form filled out in its entirety.***

**Payment method\*: Purchase order from fire department/municipality      Personal check**

**Purchase order number (if applicable):**

**Payer (name/department name):**

**Candidate's name (if different from payer):**

**Course name:**

**Course location:**

**Payer's address for receipt of invoice:**

**Email address or phone number of payer (not candidate):**

Please submit this form, and all other registration materials, to Anne Heinig at [aheinig@smccme.edu](mailto:aheinig@smccme.edu) or mail to MFSI, ATTN: Anne Heinig, 19 Sewall Street, Brunswick, ME 04011.

If you have any billing questions, please contact Nancy Russell at [nrussell@smccme.edu](mailto:nrussell@smccme.edu) or 207-844-2071.

*\*Please note that MFSI cannot accept cash or credit card payments.*

