



INSTRUCTOR APPLICATION PROCEDURE

The International Association of Fire Fighters (IAFF) Hazardous Materials and Weapons of Mass Destruction Training Department accepts applications to become an IAFF Instructor throughout the year. Historically, the recruitment, solicitation and appointment of instructors have occurred once of each year, prior to the annual Instructor Development Conference (IDC).

Application Procedures

Prospective applicants have typically attended an IAFF Instructor Training/Train-the-Trainer (TtT) course so they are familiar with IAFF curricula and interactive facilitation style. During select TtT classes, students are videotaped while conducting teach-backs of the First Responder Operations (FRO) and Emergency Response to Terrorism: Operations (ERT:Ops) courses. This practice has enabled applicants to become familiar with the IAFF facilitation style of instruction and delivery format.

To apply for an IAFF instructor position, the following items are required:

- Current resume
- Video (tape) of applicant facilitating a class
- Letter of support from applicant's local president

The above information should be sent to Patrick J. Morrison, Assistant to the General President for Education, Training and Human Relations at:

International Association of Fire Fighters
1750 New York Avenue, N.W.
Washington, D.C. 20006

The selection process of IAFF instructors is extremely competitive and the HazMat/WMD Training Department does not add instructors every year. The video is a critical component of the selection process. It is strongly recommended that applicants attend an IAFF TtT, and capture teach-backs on video. Specifically, the video should demonstrate the applicant's ability to facilitate a class of 16 to 24 students, work with small groups, debrief an exercise and promote audience participation.

Following receipt of application, selection committee reviews the materials and videos to ensure that candidates possess the essential facilitation skills. If qualified, recommendations are then sent to General President Schaitberger for review and discussion. After the review, the General President selects and appoints candidates to become part of the IAFF Instructor Cadre/Team.

If appointed by General President Schaitberger to become an IAFF instructor, an invitation to the annual Instructor Development Conference will be issued.

IAFF Instructor Requirements

Instructors are expected to:

- Teach a minimum of four times per year to remain conversant with IAFF programs and teaching methods
- Attend the annual Instructor Development Conference