

Idaho Division of Professional-Technical Education

EMERGENCY SERVICES TRAINING



INSTRUCTOR QUALIFICATION REQUIREMENTS

Emergency Services Training Qualified Instructor Requirements

The objective of the Emergency Services Training (EST) instructor program is to produce a cadre of qualifiable part-time vocational instructors through a process designed to meet national standards. This program is specifically designed for those who desire to instruct for EST through Idaho's six technical colleges.

- An application plus documentation of training and experience must be on file with Emergency Services Training.
- Instructor I and II levels are valid for approximately five (5) years, rounded to the nearest January 1.

Instructor I:

1. Successfully complete an instructional methodology course or its approved equivalent within the last 5 years, **and**
2. Successfully complete an EST "Train-the-Trainer" course or an approved mentorship for each course to be taught (mentoring must be pre-approved by EST), **and**
*****Note: Instructor applicants cannot mentor under a lead instructor from their home department.***
3. Instructor candidates must meet one of the following experience and/or training categories:
 - a. Complete five (5) years of full-time, recent employment in the fire service, hazardous materials or applicable subject area in which they wish to instruct classes, **or**
 - b. Complete five (5) years of applicable subject area experience (any combination of paid or volunteer) plus two hundred (200) hours of documented applicable training, **or**
 - c. Possess an Associate's or Bachelor's Degree in an applicable occupation plus three (3) years of applicable subject area experience, **or**
 - d. Have three (3) years of applicable subject area experience plus Fire Fighter I certification or an approved equivalent (i.e., POST Certification, Basic EMT Certification, or NWCG Advanced Wildland Fire Fighter or higher).

Instructor II:

1. Submit for review and approval a copy of a modified lesson plan which the Instructor II candidate has developed for a specific topic and audience, using an established curriculum approved by EST. The lesson plan should include learning objectives, a lesson outline, a listing of course materials to be used in the program, instructional aids, and how the student performance/knowledge is evaluated, **and**
2. Function as a lead instructor, co-instruct a class with a qualified EST Instructor II, and successfully completing the instructional experience with an evaluation rating of 75% or higher on the Instructor II Evaluation form, **and**

3. Document a minimum of eighty (80) instructional hours of EST approved courses (in courses qualified and approved to teach) within a three (3) year time frame and complete a minimum of three (3) years experience as an active EST Instructor I. These courses must be coordinated through EST and conducted through Idaho's technical colleges, **and**
4. Complete one additional EST "Train-the-Trainer" course or its approved equivalent and deliver the applicable course.

Interim Instructor:

1. Before applying for Interim Instructor status, an instructor candidate must meet the experiential requirements outlined under Instructor I, item number 3, and
2. Meet one of the two requirements, Item 1 or 2 under Instructor I.
3. Interim Instructor status is for a period of one (1) year. Interim instructors who do not complete instructional methodology and/or the instructor mentoring process for qualifying as an Instructor I, within the one (1) year timeframe, will be disqualified.

Specialty Instructor:

Specialty instructor status may be granted when expertise to deliver specific curriculum does not exist among qualified instructors within the Professional-Technical Education (PTE) system.

Requalification Requirements:

Upon achieving any level rating, instructors must complete the following every five (5) years to retain their status and continue instructing:

1. Document successful completion of a minimum of sixty (60) instructional hours of EST approved courses (in course material the instructor is approved to instruct). EST will accept up to 30 hours of EMS training delivered toward the satisfaction of this requirement.
2. Successfully complete a minimum of twelve (12) hours of EST approved instructor upgrade training. Training could include teacher education classes, methodology, learning styles, EST instructor conferences, Train-the-Trainers, etc.
3. Receive an average of 75% or higher on class evaluations.

Revocation of Instructor Status:

1. Instructors will maintain a high level of legal, moral, ethical, and professional standards. EST

instructors will abide by IDAHO CODE and State Board of Education rules and regulations regarding the responsibility and conduct of Certified Idaho Educators. (Refer to the Idaho State Department of Education's *The Idaho Certification Manual, Part 2 – Certification Standards and Professional Code of Ethics*)

2. Failure to meet the above standards may lead to revocation of instructor qualification.