

NFPA 1030: 2024 Edition, Chapter 9 Fire and Life Safety Educator

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Below please find what has been previously approved by the Committee on Accreditation (COA) for this level of certification. This example does not take into consideration “Document Review”, “Portfolio”, or “Other testing methods.”

If your agency selects completing their online Assessment Methodology Matrix (AMM) utilizing these test methods, our Technical Analysts may place your application under a COA meeting consent agenda bypassing the usual COA review.

The spaces identified below with an “**X**” must be replaced with the appropriate cognitive test item numbers (e.g. Questions 1,4,6,7,9, etc.) or the score sheet numbers under Product, Psychomotor/Process methods as score sheet numbers (e.g.- SS 101, 202, and 304, etc.).

Section	Knowledge-Based Assessments (graded after submission)		Performance-Based Assessments (graded in real-time as they are performed)	
	Cognitive (e.g. Multiple Choice, Short Answer, Discretionary Time with Resources)	Product (e.g., document or develop a budget, proposal, lesson plan)	Psychomotor (Primarily an observable physical task. e.g., don, doff)	Process (Primarily a mental or verbalized task. e.g., inspect)
<u>9.3.1*</u>				
Document fire and life safety educational activities, given specific forms, formats, software, apps, or other electronic methods, so that all activities are recorded and each component of the reporting is completed with the correct information.				
9.3.1		X		X
9.3.1 (A) Requisite Knowledge. Required forms, formats, software, apps, or other electronic methods.				
9.3.1 (A)	X			
9.3.1 (B) Requisite Skills. Use forms, formats, software, apps, or other electronic methods to gather and assemble information.				
9.3.1 (B)		X		X
<u>9.3.2*</u>				

Prepare activity reports, given specific fire and life safety educational activities, using forms, formats, software, apps, or other electronic methods, so that all activities are recorded and each component of the reporting is completed with the correct information.

9.3.2		X	X
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9.3.2 (A) Requisite Knowledge.
Types of educational activities; classifications for activities; types of documentation methods and AHJ-preferred methods; the purpose of the forms, formats, software, apps, or other electronic methods.

9.3.2 (A)	X		
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9.3.2 (B) Requisite Skills.
Maintain records, compile information.

9.3.2 (B)			X
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9.3.3
Maintain a work schedule, given a list of events, activity requests, pre-activity requirements, and time allotments, so that all activities are scheduled and completed without conflict.

9.3.3			X
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9.3.3 (A) Requisite Knowledge.
Scheduling limitations and program requests.

9.3.3 (A)	X		
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9.3.3 (B) Requisite Skills.
Schedule events without conflict, schedule time for pre-activity requirements.

9.3.3 (B)			X
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9.3.4
Identify community resources, services, and organizations, given a current list of resources, organizations, and identified need(s), so that the public is referred to the applicable resource(s).

9.3.4			X
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9.3.4 (A) Requisite Knowledge.
Current community resources, services, and organizations.

9.3.4 (A)	X		
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9.3.4 (B) Requisite Skill.
Convey information.

9.3.4 (B)			X
9.4.1			
Identify partners to address current fire and life safety issues, given current fire and life safety issues, community resources, services, and organizations, so that information and resources are shared.			
9.4.1			X
9.4.1 (A) Requisite Knowledge.			
Community risk reduction programs in the organization; current community resources, services, and organizations; current fire and life safety issues.			
9.4.1 (A)	X		
9.4.1 (B) Requisite Skills.			
Identify organizations with common fire and life safety goals, recognize opportunities for shared effort(s).			
9.4.1 (B)			X
<u>9.5.1*</u>			
Select instructional materials, given a subject, learning objectives, the intended audience, and related resources, so that the materials are specific to the audience and activity objectives are congruent with nationally standardized campaign themes and messages reflecting current best practices.			
9.5.1			X
9.5.1 (A) Requisite Knowledge.			
Learning characteristics of varied audiences, applicable model programs, and instructional material content.			
9.5.1 (A)	X		
9.5.1 (B) Requisite Skills.			
Select applicable instructional materials.			
9.5.1 (B)			X
9.5.2			
Practice safety during fire and life safety education activities, given a lesson plan and a list of equipment, so that fire and life safety activities are conducted without injury to educator or participants.			
9.5.2			X
9.5.2 (A) Requisite Knowledge.			
Potential hazards, injury reduction strategies.			

9.5.2 (A)	X		
9.5.2 (B) Requisite Skills. Recognize and mitigate potential hazards.			
9.5.2 (B)			X
9.5.3* Present a lesson, given a lesson plan with multiple presentation methods, evaluation instruments, time allotment, setting, and identified audience, so that the lesson plan is followed and the objectives are met.			
9.5.3			X
9.5.3 (A) Requisite Knowledge. Lesson content, learning objectives, presentation methods, specific audience needs.			
9.5.3 (A)	X		
9.5.3 (B) Requisite Skills. Cultural competence, and presentation skills and methods.			
9.5.3 (B)			X
9.5.4 Adapt a lesson plan, given the lesson content and information on the audience, so that the material presented meets the needs of the audience.			
9.5.4		X	X
9.5.4 (A) Requisite Knowledge. Lesson plans, audience needs.			
9.5.4 (A)	X		
9.5.4 (B) Requisite Skills. Presentation skills.			
9.5.4 (B)			X
9.5.5 Notify the public, given a scheduled event, so that the location, date, time, topic, and sponsoring agency are conveyed.			
9.5.5		X	X

9.5.5 (A) Requisite Knowledge.			
Publicity methods, local media resources, policies regarding dissemination of information, and information technology.			
9.5.5 (A)	X		
9.5.5 (B) Requisite Skills.			
Distribute information.			
9.5.5 (B)			X
9.5.6			
Disseminate educational information, given information or materials, a specified audience, and time frame, so that the information reaches the audience within the specified time.			
9.5.6			X
9.5.6 (A) Requisite Knowledge.			
Legal requirements and organizational policies for the distribution and posting of materials, social media platforms, distribution methods, venues for communicating with various audiences, information technology, and time requirements for processing information.			
9.5.6 (A)	X		
9.5.6 (B) Requisite Skills.			
Disseminate information.			
9.5.6 (B)			X
9.5.7			
Disseminate information through applicable electronic forms of communication, including social media, given an incident, a situation, or event information, and organizational policies, methods, and time frame for releasing that information, so the information is on time, accurate, and demonstrates the cultural competence of the organization.			
9.5.7			X
9.5.7 (A) Requisite Knowledge.			
Specific methods for disseminating electronic information.			
9.5.7 (A)	X		
9.5.7 (B) Requisite Skills.			
Develop, maintain, and strengthen interaction through electronic forms of communication.			

9.5.7 (B)		X	X
9.6.1 Administer an evaluation instrument, given the appropriate evaluation instrument and testing policies and procedures, so that lesson outcomes are measured.			
9.6.1			X
9.6.1 (A) Requisite Knowledge. Evaluation instruments, learning objectives, testing policies and procedures.			
9.6.1 (A)	X		
9.6.1 (B) Requisite Skills. Apply testing policies and procedures, and demonstrate the cultural competence of the organization.			
9.6.1 (B)			X
9.6.2 Score an evaluation instrument, given the scoring procedures and grading scale, so that lesson outcomes are known.			
9.6.2		X	X
9.6.2 (A) Requisite Knowledge. Scoring techniques, grading techniques, grading scales.			
9.6.2 (A)	X		
9.6.2 (B) Requisite Skills. Reporting information.			
9.6.2 (B)		X	
9.6.3 Administer a student evaluation instrument, given the appropriate evaluation instrument, so that feedback is given on the instructor and program delivery.			
9.6.3			X
9.6.3 (A) Requisite Knowledge. Student evaluation instruments and learning objectives.			
9.6.3 (A)	X		

9.6.3 (B) Requisite Skills.

Apply student evaluation policies and procedures.

[9.6.3 \(B\)](#)

X