



## MINNESOTA BOARD OF FIREFIGHTER TRAINING AND EDUCATION

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# Memo

Date: May 9, 2018

To: Minnesota Fire Service, Fire Instructors, Training Providers, and Training Academies

From: Steve Flaherty, Executive Director

## Re: MBFTE Qualified Instructor Program

At their regularly scheduled meeting on May 8, 2018, our board approved the following changes to their existing Qualified Instructor program that will become effective on or after **July 1, 2019**:

### **MBFTE Qualified Instructors shall meet the following credentials:**

a.)

1. Firefighter II Certification
2. Fire Instructor I Certification *or* Bachelors or Master's degree in education
3. the equivalent of five years as a firefighter; a degree in Fire Science, Fire Administration, or related field may be substituted for two years of firefighter work related experience; *or*

b.) Professional Educator/Specialist (Examples: Leadership; Ethics, 3-ECHO, B.A.R.T., Mental Health, etc.) Must submit course outline, course objectives, and course outcomes

**NOTE:** The Board approved to abolish the existing Qualified Instructor list; those seeking to be approved as an MBFTE Qualified Instructor must **re-apply** (when applications become available). There will be an on-line application process for Qualified Instructors (Initial and renewal periods).

MBFTE Qualified Instructors shall have a combination of 96 total instructor hours over a period of 4 years, of which a minimum of 16 hours shall consist of instructor related continuing education, and the remaining balance shall consist of instructional contact hours.

### **NFPA 1403 Instructors shall meet the following credentials:**

Instructor In-Charge must be Fire Instructor II certified.

Live Burn Instructors must be Fire Instructor I and Fire Officer I certified.

*Training invoices and/or reimbursement forms submitted to the MBFTE for reimbursement consideration shall include "Instructor of Record" information.*