



[NFPA 1041]  
**FIRE INSTRUCTOR Level - 2**

Complimentary e-Book | Pro-Board Certificate

Join our global industry expert & instructor:  
**Terry Boes**, and transform your learning experience.



24 Hours Learning Experience

04 - 07 May 2026

10:00 - 16:00 Saudi Arabia Time  
11:00 - 17:00 UAE Time  
12:30 - 18:30 India Time

[www.biiworld.com](http://www.biiworld.com)

## COURSE OVERVIEW:

This 4 Day course is based on the content in the IFSTA manual Fire and Emergency Services Instructor, Ninth Edition. The course meets or exceeds the requirements of the National Fire Protection Association (NFPA) professional qualifications standard 1041 for Fire II certification.

By completing all of the lessons, the student should be prepared for the Fire Instructor II certification process. The course evaluation strategy includes a quiz and test for each chapter in the course. In addition, Chapters 11-15 include skill sheets which can be used to evaluate students' skills performance.

The target audience includes fire service professionals who have obtained the Fire Instructor I certification and are seeking Level II Fire Instructor certification.



## MAIN LEARNING OBJECTIVES:

1. Describe the duties and responsibilities of an Instructor II.
2. Illustrate adapt a prepared lesson plan provided for Supervisory & Administrative Duties.
3. Explain the importance of advanced planning & training supervision.
4. Characterize competency-based learning and science of testing.
5. Capstone Activity; synthesis, presentation, & final assessment.

## TARGET AUDIENCE:

### Job Titles :

- Fire Instructor 1 who wish to meet NFPA 1041 standards and obtain Level 2
- Emergency Service Personnel, Fire Marshals, Fire Protection Officers, Fire Fighters

### Industries:

Any industry that maintains a fire brigade or is in the process of starting one.

- Oil and Gas, Chemicals, Mining, Manufacturing, Automobiles, Aviation, Food and Beverages
- Healthcare, Hospitality, Construction, and Government Organisations



## SCOPE STATEMENT:

This course is designed to be used with the IFSTA manual Fire and Emergency Services Instructor , Ninth Edition. Students should have their own copy of the manual to complete coursework and prepare for certification. The following chart provides an overview of the content found in the text.

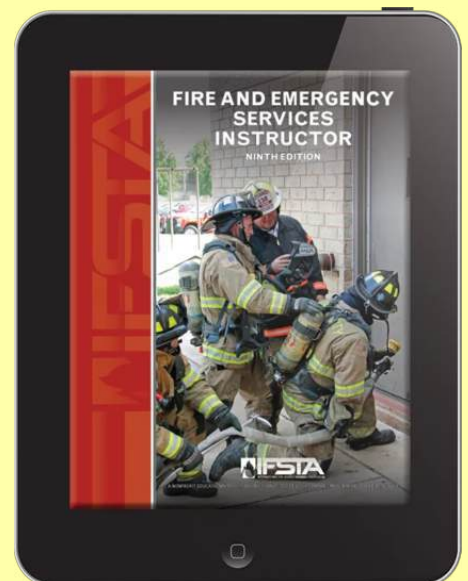
Chapter	Chapter Title	Text Reference	Skill Sheets	JPRs
11	Lesson Plan Development	pp. 213-246	11-1 to 11-11	5.3.2, 5.4.2
12	Training Evolution Supervision	pp. 247-262	12-1	5.4.3
13	Test Item Construction	pp. 263-290	13-1 to 13-2	5.5.2
14	Supervisory and Administrative Duties	pp. 291-318	14-1 to 14-3	5.2.2, 5.2.3, 5.2.4, 5.2.5, 5.2.6
15	Instructor and Class Evaluations	pp. 319-330	15-1 to 15-2	5.2.6, 5.5.3

## BOOK:

**eBook Fire and Emergency Services Instructor, 9th Edition.**

**This product is the eBook version of the print textbook: Fire and Emergency Services Instructor, 9th Edition.**

**USD 75.00**



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# PRO BOARD CERTIFICATION



BII World has partnered with [Boes & Boes Training Consultants LLC]; who is a member of the [Michigan - Regional Alliance for Firefighter Training] an Accredited Pro Board Agency.

This new collaboration will provide opportunity for participants to receive highly regarded Pro-Board certificates for various courses.



RAFT is internationally accredited through the Pro Board



**Instructor:**



**Terry Boes**

### **Global Qualifications**

1. Certified Fire Protection Specialist
2. Public Fire and Life Safety Educator
3. Associate Emergency Manager
4. Associate Safety Professional
5. Occupational Health and Safety Professional

**Terry has been internally recognised with qualifications from:**

- NFPA (National Fire Protection Association), USA
- IAEM (International Association of Emergency Managers), USA
- BCSP (Board of Safety Professionals), USA
- OSHA (Occupational Safety and Health Administration), USA
- Pro Board Accreditation, USA

### **Profile Highlights**

Terry combines a unique background in education and emergency response with a passion for instruction. Terry has spent twenty-five years in emergency response, most of that as a trainer and instructor. His knowledge of instructional methodology combined with formal education and experience as a 'boots on the ground' responder gives meaning to the response plans that he develops and delivers.

Terry has delivered interactive sessions in emergency response to hundreds of groups at the local, regional and national level across the US from Chicago to Texas and internationally in Qatar, Kuwait, UAE and Trinidad & Tobago and many more.

His work in Thermal Imaging instruction for emergency response was ground breaking. His goals are to give you tools that you not only can but will implement into your workplace every day. His response planning and instructional experiences include fire fighting, hazardous materials response, mass casualty incidents, oil and gas industry, response to terrorist events and emergency medical response. Terry has had several articles published in trade journals and presents at international conferences and exhibitions.



# PRESENTATIONS:

Day 1:

## Lesson Plan Development

### Pre-Course Intro – Delegate Expectation Briefing

- Review of Syllabus & Safety Briefing
- Overview of NFPA 1041 Instructor II Requirements

**Overview:** Day 1 focuses on the transition from using existing lesson plans (Instructor I) to developing comprehensive lesson plans from scratch. Students will learn to analyze learning objectives, create outlines, and develop ancillary materials.

#### Session 1: Foundations of Lesson Planning (Chapter 11)

- Review of Thorndike's Laws of Learning (Readiness, Exercise, Effect, etc.)
- The Mager Model & SMART Goals for Objectives

**Activity:** Differentiating between cognitive, psychomotor, and affective domains.

#### Session 2: Construction Learning Objectives (Chapter 11)

- Components of a Learning Objective: Performance, Conditions, Criteria.
- **Practical Lab:** Skill Sheet 11-2: Write a learning objective.
- Peer review of written objectives.

#### Session 3: Lesson Plan Components & Outlining (Chapter 11)

- Job Performance Requirements (JPRs) analysis.
- Steps to create a lesson plan.
- **Practical Lab:** Skill Sheet 11-3: Create a lesson outline.

#### Session 4: Developing Ancillary Materials (Chapter 11)

- Creating handouts, worksheets, and study sheets.
- Selecting instructional methods and media.
- **Practical Lab:**
  - Skill Sheet 11-4: Create an information sheet (handout).
  - Skill Sheet 11-5: Create a skill sheet.
- **Homework Assignment:** Begin drafting full Lesson Plan (Skill Sheet 11-1) for presentation on Day 4.

Post-Session Q &A

End of Day 1



## PRESENTATIONS:

Day 2:

# Advanced Planning & Training Supervision

## Day 1 Review

**Overview:** Day 2 covers the revision of lesson plans and shifts focus to high-hazard training environments, safety supervision, and the use of IMS during training.

### Session 5: Lesson Plan Revision & First Use (Chapter 11)

- Considerations when teaching a new plan.
- Evaluation and revision cycle.
- **Practical Lab:** Skill Sheet 11-10: Evaluate and revise a prepared lesson plan.

### Session 6: Training Evolution Supervision - Safety (Chapter 12)

- The "Safety Challenge" & Risk Management Plans.
- NFPA 1403 requirements for live fire.
- Addressing unsafe behaviors and physical limitations.

### Session 7: IMS in Training & Environmental Issues (Chapter 12)

- Applying the Incident Management System (IMS) to training evolutions.
- Staffing roles: Safety Officer, Ignition Officer, etc.
- Environmental regulations (water runoff, smoke, soil contamination).

### Session 8: Accident Investigation & Practical Application (Chapter 12)

- Roles during an accident investigation (Fact-finding vs. Fault-finding).
- **Practical Lab:** Skill Sheet 12-1: Supervise multiple instructors/candidates during increased hazard exposure training. (Scenario-based tabletop or field exercise).

Post-Session Q &A

End of Day 2



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## PRESENTATIONS:

Day 3:

# Supervisory & Administrative Duties

## Day 2 Review

**Overview:** Day 3 focuses on the administrative responsibilities of a Level II Instructor, including budgeting, purchasing, scheduling, and personnel supervision.

### Session 9: Supervising Instructors (Chapter 14)

- Leadership techniques: Coaching, Mentoring, Empowering.
- Conflict resolution and professional development.
- **Discussion:** Handling difficult instructors and students.

### Session 10: Scheduling & Resource Management (Chapter 14)

- Assessing training needs and requirements.
- Coordinating facilities, apparatus, and personnel.
- **Practical Lab:** Skill Sheet 14-1: Select resources, staff, and facilities for specified instructional sessions.

### Session 11: IBudgeting & Purchasing (Chapter 14)

- Operational vs. Capital budgets.
- The purchasing process and grant funding.
- **Practical Lab:** Skill Sheet 14-2: Perform a needs analysis for training resources.

### Session 12: Records Management (Chapter 14)

- Legal requirements for training records.
- Privacy laws (FERPA, etc.) and record auditing.
- **Practical Lab:** Skill Sheet 14-3: Maintain and secure accurate training records.

Post-Session Q &A

End of Day 3



## Day 3 Review

**Overview:** Day 4 covers the science of testing (validity/reliability) and the evaluation of both student performance and instructor effectiveness.

### Session 13: Test Planning & Validity (Chapter 13)

- Validity vs. Reliability.
- Testing bias and accommodations.
- Levels of Evaluation (Kirkpatrick's Model).

### Session 14: Written Test Construction | Performance Testing & Scoring (Chapter 13)

- Guidelines for Multiple Choice, True/False, Matching, and Essay/Short Answer.
- Distractor analysis and stem construction.
- Practical Lab: Skill Sheet 13-1: Develop test items.
- Developing skills checklists and rubrics.
- Subjectivity vs. Objectivity in scoring.
- Practical Lab: Skill Sheet 13-2: Develop a performance skills evaluation.

**Final Written Examination (Comprehensive covers all chapters).**

### Session 15: Instructor & Course Evaluations (Chapter 15)

- Supervisory instructor evaluations (Formal vs. Informal).
- Developing class evaluation instruments.
- Practical Lab:
  - Skill Sheet 15-1: Administer a Level I Instructor performance evaluation.
  - Skill Sheet 15-2: Develop class evaluation forms.

### Session 16: Capstone Presentations (Skill Sheet 11-11)

- Students conduct a class using the lesson plan created in Week 1.
- Must include the use of:
  - Developed Learning Objectives
  - Lesson Outline
  - Ancillary Materials (Handouts/Worksheets)
  - Audiovisual Aids
- Peer and Instructor Evaluations conducted for each presentation.



# Test Construction & Evaluation

### Overview: Day 4 Exam

Evaluation of learning is accomplished through a combination of formal and informal methods. Formative evaluation is accomplished through questions by the instructor, observation of students during activities and skills practice, and a multiple choice quiz for each chapter. Summative evaluation is accomplished through a multiple choice test at the end of each chapter. In addition, Skill Evaluation Checklists may be used to document student performance on psychomotor skills.

The recommended passing test grade is 70%. Students who score lower than 70% on a test may require additional help from the instructor in order to be successful in the remainder of the course. Requirements for passing the course should be set by the organization or authority having jurisdiction.

Skill sheets in the manual are designed to outline the cognitive skills required by NFPA 1041. Cognitive skills are designed to be completed either in class or as an individual assignment. Instructors should provide timely, constructive feedback on student performance. Skill Sheet Assessments are provided for instructors to use as documentation and to provide written feedback for students. The assessments match the skill sheets found in the manual, but may be modified to fit local needs and requirements.

- Review of key concepts from Chapters 11-16.
- Open Q&A session.
- **Final Assessment:**  
Final Written Examination (Comprehensive covers all chapters).

Post-Session Q &A

End of Day 4 and Course



Please complete this form and send it back to  
**mithun.siddartha@biiworld.com**

**Event Code: OL HS 07**

## Delegate Details

- Name: Mr/Mrs/ Ms .....  
.....  
Job Title: .....  
Email: .....
- Name: Mr/Mrs/ Ms .....  
.....  
Job Title: .....  
Email: .....
- Name: Mr/Mrs/ Ms .....  
.....  
Job Title: .....  
Email: .....

### PAYMENT METHOD:

CREDIT CARD

The secured payment link will be shared/sent

WIRE TRANSFER OR BANK TRANSFER

### Authorization and Acceptance of Sales Contract & Terms & Conditions

I hereby declare I am authorised to sign this contract and terms & conditions in the name of the company/organisation:

## Company/Organisation Detail

Name: .....  
Person to Contact:.....  
Email: .....  
Address: .....  
.....  
City: .....  
Country: .....  
Contact No: .....  
Type of Business: .....  
Website: .....

Name:.....

Date:.....

Signature:.....

**1 Delegate Fee**  **USD 1299 per delegate\***

**\*Inclusive of Training Fee, USD 75.00 e-Book, Pro-Board Certification**

20 USD administration charge and any applicable withholding or any other tax or fee will be applied

### TERMS & CONDITIONS:

1. Payment terms: BII World LTD requires the full payment of the invoiced amount within 7 working days from the issue date of the invoice. BII World LTD reserves the right to refuse entry to any client who does not pay the invoice in full and on time. The registration fee includes: Training documentation and admission to all training sessions.

2. Cancellation by client: The client has the right to cancel his/her participation in the event. Cancellation must be received by BII World LTD in writing either by mail or fax. If the client cancels the event, he/she will get two options:

**A. CREDIT NOTE:** Choose 2-year credit note, BII World LTD will send all the schedule training event details throughout the year. Delegate has the right to choose and attend any of the future training programs of BII World (valid 2 years).

**B. NOMINATION:** In this option delegate can nominate/refer someone from his/her group/company to attend the particular training program on behalf of the actual delegate.

3. Cancellation by BII World LTD : While every reasonable effort is made to adhere to the advertised program, circumstances can arise which may cause changes in the program, including but not limited to changes in the content, date(s), or special features of the planned event. Such circumstances include but are not limited to acts of terrorism, war, extreme weather conditions, compliance with government requests, orders and legal requirements, failure of third-party suppliers to timely deliver, and failure to register the minimum target number of attendees for a given event. BII World LTD reserves the right to change the content, date(s), and/or special features of an event, to merge the event with another event, or to postpone it or cancel it entirely as appropriate under the circumstances. Client agrees that BII World LTD shall not be liable for any cost, damage or expense which may be incurred by client as a consequence of the event being so changed, merged, postponed or canceled and client agrees to hold BII World LTD harmless and to indemnify BII World LTD in case of liability caused by any such changes, mergers, postponements or cancellations.

4. Cancellation of the event: In case BII World LTD cancels an event, then client can choose any of the below mentioned options:

(a) BII World LTD will refund full payment to the client within 15 business days.

(b) Client can choose the credit option for 2 years, for more details please read term no-2 part (a)

5. Postponement of the event : In case BII World Ltd postpones the event to a new date, then client can choose any of the below mentioned options.

(a) The client can attend the course on the postponed dates.

(b) Client can choose the credit option for 2 years, for more details please read term no-2 part (a)

6. Client's identification information. By signing of this sales contract and these terms and conditions the client gives full right to BII World LTD to share the client's identification information, i.e. client's name, address, email addresses, phone numbers and names of representatives and website with other clients who participated in the same event. The client has the right to opt out of this clause by written notice to BII World LTD.

7. Governing law: This contract shall be governed by and construed in accordance with the laws of the Province of Alberta, Canada. Any disputes arising under or in connection with this registration form shall be sealed before the competent court in Canada.

8. Indemnification: To the fullest extent permitted by the law, you agree to protect, indemnify, defend and hold harmless BII World LTD, its owners, managers, partners, subsidiaries, affiliates, officers, directors, employees and agents, from and against any and all claims, losses or damages to persons or property, governmental charges or fines, penalize, and costs (including reasonable attorney's fees) (collectively "the Claims"), in any way arising out of or relating to the event that is the subject of this contract, and regardless of negligence, included but not limited to, Claims arising out of the negligence, gross negligence or intentional misconduct of BII World LTD employees, agents, contractors, and attendees; provided, however, that nothing in this indemnification shall require you to indemnify BII World LTD Indemnified parties for that portion of any Claim arising out of the sole negligence, gross negligence or intentional misconduct of the BII World LTD parties.

9. Other currencies. In case that client requests payment in other than official currency (USD), BII World LTD reserves the right to apply 5% currency risk surcharge to the actual exchange rate.

10. Other Conditions: Any terms or conditions contained in the client's acceptance which contradict or are different from the terms and conditions of this registration document shall not become part of the contract unless individually negotiated with BII World LTD and expressly accepted by BII World LTD.