

# ATLANTIC COUNTY FIRE ACADEMY

## CALL FOR INSTRUCTORS

The Executive Committee of the Atlantic County Firefighters' Association is hereby soliciting qualified fire service personnel who would like to become an Instructor with the Atlantic County Fire Academy. These instructors will help meet the needs for fire service training in Atlantic County and allow us to utilize the Fire Training Center to its maximum.

All individuals requesting consideration must meet the following requirements.

1. Must be an active member with a minimum of 5 years' experience or a retired member of an Atlantic County Department or New Jersey Forest Fire Service.
2. Must hold NJ Division of Fire Safety (NJDFS) Firefighter II certification.
3. Must currently hold NJDFS Level I or Level II Fire Service Instructor certification.
4. If you only hold NJDFS Level I instructor certification, you must agree to obtain Level II within 2 years of appointment.
5. Must currently hold NJDFS Drill Ground Instructor certification.

If you meet and agree to the above requirements and are interested in becoming an instructor, please submit the following:

1. A cover letter requesting a position as an instructor and what subjects you would prefer to teach,
2. A completed application,
3. Copies of all certifications required,
4. All other information listed within the application.

Please submit the above information no later than **January 24, 2025**. If there is a problem or if you have any questions, you may contact me at (609) 407-6752. You will be notified for an interview date after all applications are received and reviewed.

Sincerely,



Brian Middleton, Director

# ATLANTIC COUNTY FIRE ACADEMY

## NEW INSTRUCTOR APPLICATION

### Instructions:

Please complete both sides of this application and attach all requested information. Send or deliver this application along with a cover letter and written resume to:

Brian Middleton , Director of Fire Training  
Atlantic County Fire Academy  
5033 English Creek Avenue  
Egg harbor Township, NJ 08234

### General Information

Applicant Name: \_\_\_\_\_ SS#: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Address: \_\_\_\_\_ D.O.B.: \_\_\_\_\_  
\_\_\_\_\_  
Telephone #: Home: \_\_\_\_\_  
Cell: \_\_\_\_\_  
Work: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Active/Retired Fire Department/Company Membership: \_\_\_\_\_  
(Please provide proof of current membership or retirement and attach to this application)

Length of Service: \_\_\_\_\_ Firefighter I Graduation Date: \_\_\_\_\_  
Current Rank: \_\_\_\_\_ Other ranks held, if different: \_\_\_\_\_

Are you a member of the Atlantic County Firefighters' Association? Yes \_\_\_ No \_\_\_  
(Please attach proof of current membership and attach to this application)

### Instructor Information

Do you have a Firefighter Certification # issued by the NJ Division of Fire Safety (NJDFS)? Yes \_\_\_ No \_\_\_  
If yes, what is the number? \_\_\_\_\_

Do you hold a Level I or Level II Certification issued by the NJDFS? Level I \_\_\_\_, Level II \_\_\_\_  
(Please attached a copy of the Certificate to this application)

Have you attended an Instructional Methodology or Fire Instructor I or II Course? Yes \_\_\_ No \_\_\_  
If yes, list courses attended \_\_\_\_\_ Dates: \_\_\_\_\_  
\_\_\_\_\_ Dates \_\_\_\_\_  
(Please attach a copy of the certificate to this application)

Have you attended the NJDFS Drill Ground Instructor Course? Yes \_\_\_\_, No \_\_\_ Date: \_\_\_\_\_  
(Please attach a copy of the certificate to this application)

### Certification

I certify the information recorded on this application is correct and that I am aware of the requirements to be an Atlantic County Fire Academy Instructor. I further understand that the submission of this application is no guarantee that I will be accepted as an instructor.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Application Questionnaire**

1. Why do you want to become an Atlantic County Fire Instructor? \_\_\_\_\_

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2. Are you currently instructing any firematic courses? If yes, please specify what and where? \_\_\_\_\_

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3. What do you think you could bring to the ACFA in reference to expertise and knowledge? \_\_\_\_\_

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4. What days and hours are you available to instruct? \_\_\_\_\_

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5. Will your current schedule or activities conflict with instructing for the academy or could it be adjusted accordingly? \_\_\_\_\_

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6. Do you have any particular firematic field that you specialize in? \_\_\_\_\_

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7. To what level are you trained in Hazardous Materials? \_\_\_\_\_

8. Do you understand that all instructional materials are from nationally recognized standards and will not be deviated from? Yes \_\_\_\_, No \_\_\_\_. Do you agree with this? \_\_\_\_\_

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9. You will be asked to either help instruct a certain class module or be given a chance to select different F/F I or F/F II modules that are still in need of an instructor to teach. Do you have a problem with this arrangement? \_\_\_\_\_

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10. Have you ever written a lesson plan for a subject you taught? If yes, what? \_\_\_\_\_

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11. Are you willing to attend certification classes or other schools as they become available in increase your instructor capability? The Firefighters' Association will pay for the class you attend, not your time to attend. Yes \_\_\_\_, No \_\_\_\_. Questions? \_\_\_\_\_

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12. From time to time, all instructors will be evaluated by the Director of Training on your teaching ability. Do you agree with this? \_\_\_\_\_

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