

FIRESMART COMMUNITY RECOGNITION PROGRAM



FIRESMART CANADA

INTERIM (APRIL 2013) WORKSHOP DELIVERY POLICY

Background:

The FireSmart Canada Community Recognition Program (FCCRP) is designed to assist residents with the self-organized implementation of FireSmart principles in and around their neighbourhood or 'community'. The FCCRP features a variety of participant roles, each with specific responsibilities - all working within a simple reporting relationship.

Key to the success of the program is the Local FireSmart Representative (LFR). This person is selected for their LFR role because they are well versed in FireSmart principles, knowledgeable about the FCCRP, and experienced with wildland/urban interface (WUI) hazard mitigation protocols.

The LFR has a variety of responsibilities - meeting with residents, conducting community wildfire hazard assessments, facilitating resident activities and liaising with program overseers (i.e. Partners in Protection). The LFR may elect to contract or involve a WUI expert to assist with some of these responsibilities. LFR's attend a two day training and orientation workshop and are further supported in their duties by the full complement of communications, instructional materials, and templated forms as provided by the FCCRP program.

Requirement for Workshop Delivery Policy:

In launching the FireSmart Canada Initiative and the FCCRP, Partners in Protection fully recognizes the importance of maintaining program consistency through strong compliance with established program and training fundamentals.

In this, the quality and standardization of training provided to future LFR's during the two-day orientation workshop is critical. Successful adoption of FCCRP fundamentals at the community level hinges on the LFR's ability to interact positively with community members, to adapt FireSmart principles to specific (local) hazard mitigation challenges, and to assist the FireSmart Community Board (FCB) with program documentation and procedures.

With LFR training and orientation being provided solely through the two-day LFR workshop, it too is an essential bridge between the FCCRP and successful community uptake of that program. During this concentrated learning experience a significant amount of information, processes, and perspectives must be passed from trainer/facilitator to student in order for LFR's to produce the necessary trust, credibility and confidence in community residents. To achieve this requires that trainer/facilitators also encourage the same respect among workshop participants; something that can only be achieved by a cadre of trainer/facilitators that have "walked the talk".

FIRESMART COMMUNITY RECOGNITION PROGRAM

In recognition of these factors, Partners in Protection has determined that regional LFR workshop deliveries must proceed in accordance with established policy respecting workshop coordination, trainer/facilitator qualifications, training materials and participant certification details.

Local FireSmart Representative (LFR) Workshop Delivery Policy

- The LFR workshop program will be coordinated and administered by the Partners in Protection Association – as part of the FireSmart Canada Community Recognition Program (FCCRP).
- All LFR workshop deliveries will utilize standardized training materials provided by Partners in Protection Association (PIP). Participant packages and order forms are available from PIP at; www.firesmartcanada.ca
- All LFR workshop deliveries will follow the standardized FCCRP LFR Workshop Syllabus featuring 13 LFR Workshop modules delivered over two-days (approximately 14 hours training) or as revised from time to time by Partners in Protection Board of Directors.
- All LFR workshop participants will be issued a Certificate of Completion by the LFR workshop trainer/facilitators upon satisfactory completion of the LFR workshop.
- All LFR workshops will be delivered by a minimum of two FireSmart Canada certified trainer/facilitators. Qualified* trainer/facilitator candidates may apply for FireSmart Canada approval to instruct LFR workshops after:
 - i. attending one LFR workshop in a Train-the-Trainer observer / assistant trainer/facilitator role and;
 - ii. sharing instruction of a second LFR workshop with one member of the national FCCRP development team acting as mentor trainer/facilitator.
- Applications for certification will be reviewed and approved by the FCCRP Technical Review Committee. PIP will maintain a list of qualified LFR Workshop trainer/facilitators.
- All LFR workshop presenters or LFR workshop trainer/facilitator candidates must be an individual member or a representative of an agency or organization member of PIP.
 - * All LFR workshop trainer/facilitator candidates must be qualified, such as employees of a wildfire management or other emergency services agency, fire department, or contractors that are personally experienced in engaging the public in FireSmart activities, well versed in FireSmart principles, and experienced in wildland/urban interface (WUI) hazard mitigation protocols, with depth of experience and presentation skills well-established.

FIRESMART COMMUNITY RECOGNITION PROGRAM

In addition, Partners in Protection has determined that all FireSmart Community Champion (FCC) workshop deliveries must proceed in accordance with established policy respecting workshop trainer/facilitator qualifications, training materials and participant certification details as follows:

FireSmart Community Champion (FCC) Workshop Delivery Policy

- All FCC workshop deliveries will be instructed by Local FireSmart Representatives that have been certified by the Partners in Protection Association – FireSmart Canada Community Recognition Program, as a result of successfully completing LFR Workshop.
- All FCC workshop deliveries will utilize standardized training materials provided by the Partners in Protection Association (PIP). Participant packages and order forms are available from PIP at; www.firesmartcanada.ca
- All FCC workshop participants will be issued a Certificate of Completion by the FCC workshop trainer/facilitator upon satisfactory completion of the LFR workshop.

Partners in Protection
Board of Directors
April, 2013