

VANCOUVER FIRE AND RESCUE SERVICES AND
BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

SENIOR Fire Management PROGRAM



Vancouver Fire and Rescue Services has partnered with BCIT to identify a directed studies post-secondary educational program. The program courses will align and enhance the Battalion Chief position competencies. The identified courses are focused on leadership and management and are accredited courses that can be used towards a BCIT Industry Certificate in Fire Executive Management (49 credits) or Bachelor of Business Administration.

The following timeline of credits are outlined below:

- > Achieve a minimum of 3 educational credits in an approved course by January 2015
- > Achieve a minimum of 6 educational credits in an approved course by January 2016
- > Achieve a minimum of 9 educational credits in an approved course by January 2017
- > Achieve a minimum of 12 educational credits in an approved course by January 2018

As of January 2018, Acting Battalion Chiefs will be required to complete a minimum of 12 educational credits in approved courses prior to attending the Officer Promotional Interview process and being confirmed as a Battalion Chief. *** (Directive #270 October 20, 2010)*

Acting Battalion Chiefs are responsible to manage their external education requirements and will be compensated for course costs in accordance with city and departmental policies. Course approval and funding will be based on a timeline for applications, with priority given to senior Acting Battalion Chiefs. The employer will provide course reimbursement to acting Battalion Chiefs who have prior approval for specific courses and **successfully complete** the recommended post-secondary educational credits. *(In accordance with the City of Vancouver Policy on reimbursement for External Training for Credit and Non-Credit courses (Policy # AE-017-01) — Upon receipt of the approved Business Travel & External Authorization form and the employee's original registration receipt, the City Treasurer will reimburse the employee 50% of the fees. The remaining 50% will be reimbursed when the City Treasurer receives written notification from the department head indicating that the employee has successfully completed the course.)*

The VFRS training division will facilitate external funding opportunities and assist staff with course enrolment information however, the responsibility for registering and completing external post-secondary education credits remain with the candidate. Any remaining annual external educational funding will be offered to staff that have completed approved post-secondary course work and have applied for funding.

Post-secondary credit courses completed within fifteen years from the B/C promotional panel interview date will be considered.

As of January 1, 2013 only VFRS/BCIT Senior Fire Management Program courses will be acceptable. The Assistant Chief of Training and Staff Development will assist candidates with the BCIT course equivalency process. It is the responsibility of the member to apply for course equivalency and any associated costs.

Post-Secondary Education Program for Chief Officers

The majority of the specified courses can be accomplished through **online learning** and/or traditional classroom option. The following courses are approved and comply with the requirements for the Post-Secondary Education Program for Chief Officers:

- > **ORGB 5110 Organizational Behaviour for Managers:** This is a prerequisite course for qualified Acting Battalion Chiefs. As of January 2015, qualified Acting Battalion Chiefs must successfully complete the Organizational Behaviour for Managers course prior to being confirmed as a Battalion Chief.
***Please note: This course replaces the previous F03 Supervisory Skills Module.**
- > Candidates are required to complete the following course by January 2016 prior to applying for promotion:

HRMG 3105 (4.0) HR Fundamentals

- > Candidates are required to complete the following course by January 2017 prior to applying for promotion:

HRMG 4155 (3.0) Performance Management

Candidates may select courses from the suggested elective course listed to achieve the minimum 12 credits by 2018.

HRMG 3205 (3.0)	Labour Relations 1
BUSA 2905 (3.0)	Managing Conflict in the Workplace
ORGB 2605 (3.0)	Managing Organizational Change
MKTG 1019 (3.0)	Media Relations
HRMG 3305 (3.0)	Recruitment and Selection
HRMG 3255 (3.0)	Labour Relations 2

How to Register

BCIT courses are offered during three terms per calendar year.

- > Winter: January – March
- > Spring/Summer: April – August
- > Fall: September – December

Courses are offered part time via online or on campus. The on-campus courses will all be offered in the evenings. Most courses are 12 weeks in length. The approximate cost per course ranges from \$400 – \$700.

Please note: BCIT courses can fill up quickly, and are offered on a first-come, first-serve basis.

For registration and course availability, please visit bcit.ca/pts.

Contact Information

BCIT

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