

# CALIFORNIA WILDLAND FIRE COORDINATING GROUP



DATE: February 17, 2016

SUBJECT: M-410 Facilitative Instructor at Northern California Training Center

TO: Selected Course Participant

Congratulations! You have been selected as a trainee for M-410 Facilitative Instructor to be held at the Northern California Regional Training Center in Redding, CA. The Course will commence on Monday, March 28, 2016 at 0800 hours and conclude on Friday, April 1, 2016 at 1600 hours.

This course is designed to give you hands on experience in public speaking as well as help you to polish and professionalize your teaching techniques. You will learn how to present training topics of your choice, create solid teaching objectives, improve teaching skills based upon peer and instructor feedback and choose teaching methods that are appropriate to the course content, class size and student level. This is a 400-level course. Course workload and student expectations are set accordingly. Limited class time will be allotted for the development of presentations. Expect to spend several hours each evening outside of class developing and practicing your presentations on your own time.

## **Pre-study Assignment/Special Student Information:**

Your Pework for this session is found at <http://onlinetraining.nwcg.gov/node/188>.

Please complete the pre-work prior to attending class the first day. There is reading material as well as a pre-course quiz and Essay Questions. Please bring these with you to the session.

You will be required to give several presentations throughout the course. These will include three individual and one group presentation. One will be spontaneous and the others will require some preparation.

## **Final Presentation:**

Final presentations will be “teaching a class of 20 on the topic of your choice”. Please bring any prop(s) you may want/need to enhance your presentation/teaching session. We highly encourage you to pick a non-fire topic to present. Your final presentation will need to take place inside the class room.

**For your final presentation you are expected to wear business dress clothing.** This includes dress pants, buttoned collared shirt, and tie for men. For women this includes slacks or skirt and a collared shirt. A full agency dress uniform including dress pants (no nomex), long sleeve shirt, and a tie are an acceptable alternative. **This is REQUIRED and is considered criteria for successful completion of the final presentation and this course.**

It is suggested you bring a laptop to work on your presentations.

Please bring with you a USB Flash drive, at least a 2GB.

This year, stay connected to the course you have been identified in, you may request that you be added to a mailing list that will email you. You will only receive one message per day (in the morning) and only if there was a change the day before for your session. Please note (although it isn't updated every day just when there is significant changes) when the Selection Roster is updated you will also get a message that there has been a change to your session. To add you to this list click on the following link:

[http://www.nationalfiretraining.net/schedule/detail/ca\\_M410\\_03-28-2016\\_5225](http://www.nationalfiretraining.net/schedule/detail/ca_M410_03-28-2016_5225)

On the right hand side of the page click on **Subscribe** and follow the instructions. You may reverse this by clicking on the **Unsubscribe** button also.

For Logistical Information, please see the Logistics page included in the download section of Course Details for your session.

If you have any questions, please feel free to contact the Training Center at 530-226-2720.

The value of this assignment, to you and to your agency, depends on your interest, attention, and participation. We urge you to apply yourself and make the most of this opportunity.