



# PERSONNEL DEVELOPMENT PLAN

## SCOPE

This guideline shall apply to all agreements entered into by the Stoney Point Fire Department.

## PURPOSE

The purpose of this guideline is to identify personnel development plan available to members of Stoney Point Fire Department.

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## DEFINITIONS

**SHALL** - Indicates a mandatory requirement.

**STANDARD OPERATING GUIDELINES (SOG)** - Documents that help establish how an organization will operate and how its members are expected to carry out specific duties outlined in general terms.

### **Career/Volunteer**

### **Development**

Volunteer & Career Development is under the direction of the Deputy Fire Chief who is responsible for the department's membership development program. It must be noted that a development program within a predominantly volunteer organization must be flexible and mostly on a volunteer basis. However the department Deputy Chief will assist any member wishing to pursue enhanced fire service development programs to include associated college classes.

The Deputy Chief will assist all members with the application process to attend the, National Fire Academy, Continuing Education Classes with local and regional community colleges and assist with College Courses as requested. All related in-service development classes will be provided for and monitored by the department training officer, which will include facilities coordination and the development and delivery of new and existing programs, continuing education training, and providing constant leadership and direction in all areas of training for the Stoney Point Fire Departments.



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**College Program** - This program encourages firefighters to acquire college degrees in the following areas:

- Associate of Applied Science Degree
- Fire Protection Technology
- Paramedic
- Arson
- Bachelor Degree
- EMS Management
- Fire Management
- Management
- Business Administration
- Engineering Technology with a Fire/Safety Option
- Public Service
- Master Degree
- Public Administration
- Business Administration
- Fire and Emergency Management
- **Opportunities for degrees can be found at the following local and regional academic institutions:**
  - Fayetteville Technical Community College, Fayetteville, North Carolina
  - Robeson Community College, Lumberton, North Carolina
  - Sand Hills Community College, Southern Pines, North Carolina
  - Methodist College, Fayetteville, North Carolina
  - Fayetteville State University, Fayetteville, North Carolina
  - Shaw University, Fayetteville, North Carolina
  - Pembroke State University, Lumberton, North Carolina

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**National Fire Academy** - The premier training institution for the fire service is the National Fire Academy located in Emmitsburg, Maryland. This facility has a comprehensive curriculum that offers courses in every discipline within the fire service. The United States Fire Administration pays all expenses other than a \$180 meal ticket for each participating member. This \$180 meal ticket is paid for by the fire department. The only out-of-pocket expenses are personal incidentals purchased during your stay.

### **Officer Development Program**

The Stoney Point Fire Departments participates through the North Carolina State Fire Marshal's Office (OSFM) and the North Carolina Association of Fire Chief's Officer training programs. These programs provide for the best trainers in the fire service to conduct management and leadership classes. The North Carolina Fire Officer Development Program provides officers an opportunity to improve their management skills and fire tactics and leadership. This program



Programs

Standard Operating Guidelines (SOG)

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also meets the requirements of Insurance Services Offices (ISO) and the Commission on Fire Accreditation International.

As part of their job the Training Officer will assist the Deputy Fire Chief with coordination efforts between the Stoney Point Fire Department and the local Community College Fire Program Managers. Through monitoring and performance checks, on the members he insures that a quality firefighter is produced.

The goal of the Development Program is to enhance the department's overall operations by ensuring complete Fire and EMS training of qualified personnel paid and volunteer.

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