



Homeland Security
and Emergency Services

Fire Prevention
and Control

Academy of
Fire Science

Career Information Pathfinder For Fire and Emergency Service Occupations

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THE NY STATE OFFICE OF FIRE PREVENTION AND CONTROL
ACADEMY OF FIRE SCIENCE
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<http://www.dhses.ny.gov/ofpc/>

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Complete information on programs can be obtained from the agencies mentioned. Most publications listed are available through bookstores, local libraries or through the library at the NYS Academy of Fire Science. Many publishers/colleges/associations referred to have their own websites - if no URL is listed, try a web search to find them!
The inclusion of a publication or program does not imply an endorsement. This resource listing is not meant to be a complete summary of all available sources of information or assistance.

GENERAL GUIDES AND BACKGROUND INFORMATION

Best for NY:

CareerZone at <http://www.careerzone.ny.gov> (NYS Dept. of Labor) *General information, links, portfolio/resume utility for 9 fire service career specialties. Main <http://www.labor.state.ny.us> page has lots of great info on opportunities, gas cards for job seekers, COBRA rules, career help & job search tools.*

Complete Preparation Guide: Fire Fighter, New York. Approx. 300p. 1997. LearningExpress. *Includes both general information on the career fire service in New York State and specific city departments. Hard to find – can also use the Learning Express Firefighter Exam (5th ed., 2013, 351p.)*

Firefighter Training Best Practices. NYS OFPC, 2012.
<http://www.dhSES.ny.gov/ofpc/training/firefighting-best-practices.cfm>

How to Become a Firefighter <http://www.dhSES.ny.gov/ofpc/faq/firehowto.cfm>
Also see NYS Civil Service announcements at <http://www.cs.ny.gov/>

Fire Service Joint Labor Management Wellness/fitness Initiative: Candidate Physical Ability Test. IAFF/IAFC (30 min. video avail. with or without 450-page manual. Manual at <http://www.iaff.org/et/becomeff/documents/cpatmanual-lorenz.pdf>; video at http://www.nyc.gov/html/fdny/html/units/recruitment/cand_prep/6_cpat_video.shtml; preparation guide and video at <http://www.cffjac.org/go/jac/cpat/preparing-for-the-cpat/>; prep guide only http://www.nyc.gov/html/dcas/downloads/pdf/misc/preparation_guide.pdf

General National:

Career OneStop by US Dept. of Labor has general information on many emergency services careers, with short video clips. <http://www.careeronestop.org/StudentsandCareerAdvisors/ExploreCareersStudents.aspx>

EMT Career Starter - Cheryl Hancock. 192p. 1998. Learning Express.

Firefighting Occupations <http://www.bls.gov/ooh/protective-service/firefighters.htm>
US Dept. of Labor information on working conditions, salaries, physical requirements, etc.

Fire Service Orientation and Terminology, 5th ed. Intl. Fire Service Training Assn. 642p. 2011

Get firefighter fit: the Complete Workout From the Former Director of the New York City Fire Department Physical Training Program – Kevin S. Malley & David K. Spierer, 136p., 2008, Ulysses Press.

Introduction to Fire Protection, 4th ed. Robert Klinoff. 562p. 2012 <http://www.bls.gov/ooh/protective-service/firefighters.htm>. Delmar Publications.
Information on fire service careers in Chapters 1&2, followed by general info on fire science/fire protection.

Mastering the CPAT: a Comprehensive Guide - Al Wasser & Donna Kimble, 176p., 2007, Delmar.

Fire it up! Training for Your CPAT - Jen Milus. 78p. Workbook with DVD, 2005, FireAgility.com.
A 12-week comprehensive fitness program to prepare candidates.

Officer Development Handbook, 2nd ed. Approx. 65p., 2010, Intl. Assn. of Fire Chiefs
http://www.dftc.org/pdf/IAFC_Officer_Development_Handbook_Second_Edition_11-Oct-11_1.pdf

STANDARDS AND QUALIFICATIONS

NEW YORK STATE STANDARDS FOR FIRE SERVICE AND CODES

See <http://www.dhSES.ny.gov/ofpc/training/fire-academy/certifications.cfm> (regulations) Firefighting and Code Enforcement Personnel Standards and Education Commission and list at <http://www.dhSES.ny.gov/ofpc/training/fire-academy/certifications.cfm#nyscert>

Fire Fighting Personnel Standards. NYS Office of Fire Prevention and Control. (Contains Probationary Firefighter Curriculum Outline and the following titles, which are from portions of the Title 19 of the New York Codes, Rules and Regulations)

Minimum Standards for Firefighting Personnel in the State of New York. (Includes Title 19 NYCRR, part 426. Training standards for paid personnel in the following positions: firefighters; instructors; fire investigators; hazmat responders; lieutenants; captains, code compliance technicians. Also includes details of the Comprehensive Physical Ability Test.)

Administrative Procedures: Firefighter Standards. (Includes Title 19 NYCRR, part 427. See above.)

State Emergency Medical Services Code. (Title 10, NYCRR, part 800. This contains the 7 certification levels used by the NYS Dept. of Health's EMS Program. *These include: CFR, Certified First Responder; EMT - Basic; EMT-I, Intermediate; EMT-CC, Critical Care; EMT-P, Paramedics; CLI, Certified Laboratory Instructor; and CIC, Certified Instructor Coordinator.*

<http://www.health.state.ny.us/nysdoh/ems/part800.htm>

NATIONAL CERTIFICATIONS See <http://www.dhSES.ny.gov/ofpc/training/fire-academy/national-certifications.cfm>

NYS OFPC has been accredited by the National Board on Fire Service Professional Qualifications (<http://www.theproboard.org> , video at <http://www.youtube.com/watch?v=fpZC6i8e5al>). National certification is now available in the following disciplines: Firefighter I/II; Fire Service Instructor I/II; Fire Officer I/II/III; Fire Investigator; HazMat First Responder Operations; Incident Safety Officer.

FEDERAL STANDARDS

See 29 CFR 1910 at <http://www.osha.gov> . Training of both paid and volunteer structural firefighters is covered by 29 CFR 1910.156, "Fire Brigades." The NYS Dept. of Labor/PESH makes a CD available with regulations, boilerplate forms, PowerPoint presentations, etc. – contact your regional PESH rep or the Academy Library for a copy. 29 CFR 1920.120, "Hazardous Waste Operations and Emergency Response," may also be applicable. NYS OFPC Fire Service Guide #25, "State-Sponsored Hazardous Materials Training and Federal OSHA Requirements" and Guide #23, "Sample Guideline: Firefighter Safety and Health Program" need revision but may be helpful.

NATIONAL FIRE PROTECTION ASSOCIATION STANDARDS (New York State job applicants should note these have not necessarily been incorporated into NYS requirements. All readable after free registration at <http://www.nfpa.org/codes-and-standards>)

NFPA 1001 - Fire Fighter Professional Qualifications

NFPA 1002 - Fire Apparatus Driver/Operator Professional Qualifications

NFPA 1003 - Airport Fire Fighter Professional Qualifications

NFPA 1021 - Fire Officer Professional Qualifications

NFPA 1031 - Professional Qualifications for Fire Inspector

NFPA 1033 - Fire Investigator Professional Qualifications

NFPA 1035 - Public Fire Educator Professional Qualifications

NFPA 1041 - Fire Service Instructor Professional Qualifications

NFPA 1500 - Fire Dept. Occupational Safety & Health Program

NFPA 1521 - Fire Department Safety Officer
 NFPA 1582 - Medical Requirements for Fire Fighters

BOOKS FOR FIRE AND EMERGENCY SERVICES

NYS FIRE TRAINING COURSE WORKBOOKS

(See "outreach" course list at <http://www.dhSES.ny.gov/ofpc/training/residential.cfm>)

OFPC workbooks may be of help in studying for promotional exams (although some are merely outlines to assist students in taking notes. Save the pre-tests and post-tests for these courses - they are useful for civil service exam review!) In addition, see IFSTA's "Essentials of Fire Fighting and Fire Department Operations, 6th ed." (2013, used as the official NYS text starting 2015) or Delmar's "Firefighter's Handbook" (NY edition dated 2007, based on the 2nd ed. dated 2004 (used as the text for Firefighter I/II until 2015); Also see ICS (I-100 to I-800) materials at <http://www.training.fema.gov/is/>

OTHER FREQUENTLY REQUESTED WORKS

All books listed below should be available for sale from their publishers, or one of the various mail-order fire service book distributors. IFSTA manuals may be purchased direct from IFSTA. They are also generally available for loan through public libraries or the Academy library.

+SG denotes study guide available; * denotes book which isn't generally read "cover-to-cover," but that you should at least be familiar with.

- Building Construction: Methods and Materials for the Fire Service, 2nd ed. Michael Smith. 231p. 2012. Prentice-Hall.
- Building Construction for the Fire Service, 5th ed. F.L. Brannigan & GP Corbett, 347p. 2007. NFPA/Jones & Bartlett.
- Building Construction Related to the Fire Service, 3rd ed. + SG. 2010. IFSTA
- * Chief Fire Officer's Desk Reference. John M. Buckman III. 496p. 2006. IAFC/Jones & Bartlett.
- Chief Officer, 3rd ed. + SG. 2014. IFSTA
- Effective Supervisory Practices, 4th ed. 217p. 2005. Intl. City Management Assn.
- Emergency Response Guidebook. 2012. US Dept. of Transportation.
- EMT Complete: a Comprehensive Worktext, 2nd ed. Chris La Baudour, et al. 1392p. 2013. Brady/Prentice-Hall.
- Essentials of Fire Fighting and Fire Department Operations, 6th ed. 1664p. 2013. IFSTA.
- Fire and Emergency Services Company Officer, 5th ed. + SG. 2014. IFSTA
- Fire and Emergency Services Instructor, 8th ed. + SG. 2012. IFSTA
- Fire and Life Safety Educator, 3rd ed. 2011. IFSTA
- Fire Chief's Handbook, 7th ed. 921p. 2015. Fire Engineering.
- Fire Chief's Reference Guide, 177 pages (paper or CD-rom). NYS Association of Fire Chiefs.
- Fire Command, 2nd ed. Alan V. Brunacini. 416p.+SG 2002. NFPA.
- Fire Inspection and Code Enforcement, 7th ed. 2009. IFSTA
- Fire Investigator, 2nd ed. 2010. IFSTA
- Fire Officer: Principles and Practice, 3rd ed. Michael Ward. 393p. 2015. Jones & Bartlett.
- Fire Officer's Handbook of Tactics, 4th ed. John Norman. 634p. 2012. Fire Engineering.
- * Fire Protection Handbook, 19th ed. Approx. 3328p. in 2 vols. 2003. NFPA. (We own the 2008 edition on CD-rom, but it is not available for loan.)
- Fire Service Hydraulics and Water Supply, 2nd ed. Michael Wieder. 463p. 2011. IFSTA
- Fire Service Instructor: Principles and Practice. 296p. 2009. Jones & Bartlett/IAFC/NFPA

- Firefighting Strategies and Tactics, 3rd ed. James Angle, et al. 489p. 2015. Jones & Bartlett.
- Fireground Operational Guides. Viscuso & Terpak. 285 p. + CD. 2011. Fire Engineering.
- Fireground Strategies, 2nd ed. Anthony L. Avillo. 698p. 2008. Fire Engineering.
- Hazardous Materials: Managing the Incident, 4th ed. 509p. 2014. Jones & Bartlett Publishers.
- Hazardous Materials for First Responders, 3rd ed. + SG. 2004. IFSTA
- Hazardous Materials Response and Operations. Chris Hawley. 210p. 2000. Delmar.
- Hazmat Chemistry Study Guide. Jill Meryl Levy. 164p., 2002. Firebelle Productions.
- Incident Command for the Street-smart Fire Officer, 2nd ed. John F. "Skip" Coleman. 2008. 236p. Fire Engineering.
- Kirk's Fire Investigation, 7th ed. John D. DeHaan. 2012. 763p. Prentice-Hall.
- Management in the Fire Service, 4th ed. - Harry R. Carter & Erwin Rausch. 322p. 2008. NFPA.
- Managing Fire and Emergency Services. Thiel, Adam K. and Charles R. Jennings, eds. 515p. 2012. Intl. City/County Management Assn.
- * National Fire Codes. 17 vols. NFPA. (Issued annually bound, in looseleaf format or online. All available for free online read-only access with registration at <http://www.nfpa.org/codes-and-standards>.)
- National Incident Management System: Principles and Practice, 2nd ed. Donald W. Walsh, et al. 2012. 294p. Jones & Bartlett Pubs.
- * New York State/Intl. Codes Council <http://publicecodes.cyberregs.com/st/ny/st/index.htm> . The set includes the following NYS versions of the ICC codes: Building; Energy Conservation Construction; Fire; Fuel Gas; Mechanical; Plumbing; Property Maintenance; and Residential.
- Occupational Safety and Health in the Emergency Services, 3rd ed. James Angle. 336p. 2013 Delmar Cengage.
- Occupational Safety, Health, and Wellness, 3rd ed. 2010 IFSTA
- *[OSHA regulations, US Dept. Of Labor, 29 CFR 1910, especially sections 1910.156, 1910.120 and 1910.130 through 139. Available at <http://www.osha.gov>]
- Responding to "Routine" Emergencies. Frank C. Montagna. 245p.+SG. 1999. Fire Engineering.
- Strategic and Tactical Considerations of the Fireground, 3rd ed. James P. Smith. 586p. 2012. Brady.
- Strategic Concepts in Fire Fighting. Edward McAniff, 374p. 1974. McAniff Assocs. (*Old but still requested by those taking exams for FDNY, New Rochelle, Yonkers, White Plains*)
- Strategy of Firefighting. Vincent Dunn. 398p. 2007. Fire Engineering.
- Structural Fire Fighting, 2nd ed. Bernard J. Klaene and Russell E. Sanders. 2008. 379p. NFPA.
- 25 to Survive: Reducing Residential Injury and LODD. Shaw & Mitchell. 2013. 322p. Fire Engineering.

EDUCATIONAL OPPORTUNITIES

GENERAL GUIDES AND DIRECTORIES

Many general college guides available in school or public libraries list traditional college and university programs for the fire sciences and EMS. Examples are: American Universities and Colleges (by American Council on Education); Barron's Profiles of American Colleges, Four-Year Colleges and Two-Year Colleges (by Peterson's Guides), etc. FEMA and USFA maintain lists at <https://www.training.fema.gov/hiedu/collegelist/> and http://www.usfa.fema.gov/training/prodev/feshe_recognition.html There is also a handy web-based directory of college and military programs at <http://www.firedawg.com>

FIRE SERVICE TRAINING PROGRAMS

New York State OFPC Training resource <http://www.dhSES.ny.gov/ofpc/training/index.cfm> Includes descriptions of OFPC outreach and Academy residential courses, National Fire Academy programs, certification levels, Empire State College Center for Distance Learning, etc.

NYS COLLEGES WITH FIRE SCIENCE PROGRAMS

TWO-YEAR & CERTIFICATE PROGRAMS

Broome Community College 607-771-5001 (Binghamton)
 Corning Comm. College 607-962-9239 or 800-358-7171, beall@corning-cc.edu (Corning)
 Dutchess Community College 845-431-8318, walsh@sunydutchess.edu (Poughkeepsie)
 Erie Community College 716-851-1ECC (Buffalo campus)
 Mercy College 914-693-4500 (Dobbs Ferry)
 Monroe Community College 716-424-5200 (Rochester)
 Onondaga Community College 315-469-2671 (Syracuse)
 Rockland Community College 914-356-4650 (Suffern)
 Schenectady Community College 518-381-1200 (Schenectady)
 Suffolk Community College 516-451-4319 (Selden)

FOUR-YEAR DEGREE PROGRAMS

Empire State College (SUNY)*, Open Learning Fire Service Program, 518-587-2100 x 2400, Jim.Savitt@esc.edu
 Univ. of Cincinnati*, Open Learning Fire Service Program 800-836-OLFSP (Ohio)
 John Jay College (CUNY) 212-489-3927 (Manhattan)
 Mercy College [see above]
 Rochester Institute of Technology (BS in Safety Technology) 716-475-2229

GRADUATE DEGREE PROGRAMS

Empire State College (SUNY)* [see above]
 John Jay College (CUNY) [see above]

**** Empire State College administers the Open Learning Fire Service Program for the National Fire Academy in this region. A degree program may include coursework at local colleges, independent study and credit for life experiences. (Contact James Savitt, OLSP/Center for Distance Learning coordinator at 518 587-2100 ext. 2410.) Univ. of Cincinnati offers an Associates program (Empire State does not) and will accept students in NYS. See <http://www.uc.edu/cas/firescience/>***

OTHER LOCAL PROGRAMS

Elmira College (Master of Science in Emergency-Disaster Preparedness Management) 800-935-6472
 Marist College (Master of Public Administration) 888-877-7900, Poughkeepsie (see next page!)
 Metropolitan College of New York (MPA in Emerg. & Disaster Mgmt., NYC) 800-33-THINK, ext.5001
 Rochester Institute of Technology (Masters in Emergency Management) 866-969-1192
 FDNY Corporate University has partnership agreements with several colleges, including Ulster & Herkimer Community Colleges in NYS and Univ. of Phoenix Online to accept FDNY classes for college credit. None of these offer fire degrees. For more info, go to <http://www.nyc.gov/html/fdny/html/units/fls/index.shtml>

ONLINE DEGREE PROGRAMS

See also NFA's list at

http://www.usfa.dhs.gov/nfa/higher_ed/feshe/feshe_ddp_schools.shtml

Anna Maria College, B.S. and M.A. in Fire Science
 Capella Univ., B.S., M.S. and PhD in Public Safety Leadership or Emerg. Management
 Colorado State Univ., B.S. in Fire and Emergency Services Administration
 Columbia Southern Univ., A.A.S. and B.S. in Fire Science
 Eastern Kentucky Univ., B.S. in Fire & Safety Engineering Technology
 Grand Canyon Univ. M.S. in Leadership: Disaster Preparedness & Executive Fire Leadership
 Kaplan Univ., A.A.S. and B.S. in Fire Science
 Keiser University, A.S. in Fire Science
 Univ. of Maryland, B.S. in Fire Science & Professional Master of Engineering in Fire Protection
 Univ. of Florida, B.S. in Fire and Emergency Services
 Worcester Polytechnic Institute, Certificates and M.S. in Fire Protection Engineering

Of special note – the Naval Postgraduate School's Center for Homeland Defense and Security offers an 18-month MA degree at no cost to state/local officials accepted. See

<http://www.chds.us/?masters/overview>

SCHOLARSHIPS, APPRENTICESHIPS, WORK-STUDY, ETC.

Download our full guide at

<http://nysfireinfo.pbworks.com/w/file/62349956/Scholarships%20and%20Grants.pdf>

A **statewide community college program** was funded in 2011 through FASNY to encourage volunteer recruitment. See <http://www.fasny.com/index.php/resources/fasny-help/> for details. (Students in areas already covered by an incentive program, such as Nassau or Suffolk, are excluded.)

★ Similarly, any **Nassau or Suffolk** college student who joins a volunteer fire or EMS squad may apply for nearly \$4,000 a year to cover tuition. FEMA has unwritten funding from 2010-2013 of volunteer incentive programs in Nassau and Suffolk Counties. See <http://schumer.senate.gov/record.cfm?id=326216> for details. Similar programs may be available in Chautauqua, Erie, Rockland and NY City. (Check with your County Coordinator; list at <http://www.dhSES.ny.gov/ofpc/county-fire-coordinators/index.cfm>)

★ **NYS Professional Firefighter's Memorial college scholarships** are available to seniors & recent high school grads who have taken the SAT or ACT and will not have completed more than one year of college. A parent must be an active uniformed union member of NYS PFFA. For info see <http://www.nyspffa.org>.

★ Mohawk Valley Community College has scholarships available which are underwritten by the NYS Propane Gas Association. See <http://nypropane.com/ContentPageWithLeftNav.aspx?id=6779> .

★ The **National Fire Academy** in Emmitsburg, MD offers year-round student internships. See <http://www.usfa.dhs.gov/nfa/about/nfa-082708.shtml>

★ **There are "bunker" programs around the US which allow college students to work in (and usually live in) firehouses. We know of only these at this time in NY State:**

- **Onondaga Community College** (315-469-2671) has opportunities for their fire science students to stay in fire stations in surrounding communities. (See the information on the Moyers Corners program at <http://www.mcfcd.org/About/pages.php?page=bunkin> .)
- **North Syracuse** has a program for students headed to Syracuse Univ., LeMoyne, SUNY Oswego and Onondaga CC. Contact Capt Christopher Strong at cstrong@northsyracusefire.com .
- A program is also in place at **Schenectady Community College** <http://www.sunysccc.edu>.
- **Cortlandville FD** has a program with **SUNY Cortland** (which again has no fire science program.)
- **Cohoes** (<http://www.boghtfire.org/bunkin.htm>)

- **Brighton** (<http://www.brightonfd.org/bunker.asp>).
- There is a paramedic bunk-in agreement between **Herkimer Community College** and Frankfort, NY. See <http://bit.ly/f2KPhv>.
- The **Montour Falls FD** has a bunker program in connection with Corning Comm. College. See <http://montourfallsfire.org/bunker-program/>
- ★ Two students/volunteer firefighters a year at **Clinton Community College** are given free dorm housing in exchange for working 15 hours a week at So. Plattsburgh Fire District. Contact santorj@spfd32.org or see http://yourfirstdue.com/manager/data/1252985401/File/student_ffr_program_06-14-10.pdf
- ★ The only fire-related BOCES programs left seem to be Orange-Ulster <http://www.ouboces.org/CTE/CareerAcademies/firescience.cfm> and Oswego <http://www.oswegoboces.org/web/career/files/PubSafety.pdf>. NYC, Rochester and Syracuse may also have high school programs.
- ★ Rochester NY has a "Career Pathways" program (<http://www.cityofrochester.gov/careerpathways/>). It is a partnership between the Rochester City School District and the City of Rochester to increase minority representation and local residency in its uniformed divisions while increasing the awareness of career opportunities within the public safety field. Parents/Guardians should RSVP by August 12 to Robert Poles, Jr. at (585) 481-7012 or via email Robert.Poles@rcsdk12.org.
- ★ Volunteer and career employees of NYS fire departments may enroll in **Marist's online Master of Public Administration (MPA)** program with other law enforcement and emergency service professionals featuring tuition pricing of \$333 per credit / \$999 per course. This represents a savings of over 50% from standard tuition. Students may also pursue the option of enrolling in a classroom-based MPA at satellite locations in New York City or Albany for the same tuition rate. Call 888-877-7900.
- ★ **The FDNY** Intranet /Fire and Life Safety Programs-Distance Learning on the Internet page contains links to colleges eager to work with FDNY's 16,000 uniform and civilian employees. Employees can earn an Associate's, Bachelor's or Master's or Doctoral Degree on-line from home. [Peruse the colleges listed here](#) and investigate their distance learning capability. In time, others will be added. Further details about these institutions can be obtained from Jacqueline B. Merveil, FDNY Registrar, at (718) 281-8465 or see <http://www.nyc.gov/html/fdny/html/units/fls/index.shtml>
- ★ **Apprenticeships for firefighters, EMTs and fire-medics are co-sponsored by the International Association of Fire Fighters and the International Association of Fire Chiefs in some other states.** Please contact the IAFF or IAFC (or their respective NYS representatives, NYS Professional Fire Fighters Assn./NYS Assn. of Fire Chiefs) at the addresses listed below.

AGENCIES AND ASSOCIATIONS

NATIONAL LEVEL

- Intl. Assn. of Arson Investigators, 314-621-1966 <http://www.firearson.com>
- Intl. Assn. of Black Prof. Fire Fighters, 202-296-0157 <http://www.iabpff.org/index2.htm>
- Intl. Assn. of Fire Chiefs, 703-273-0911 <http://www.iafc.org> (*Co-sponsors apprenticeships with IAFF; other career info. avail.*)
- Intl. Assn. of Fire Fighters, 202-737-8484 <http://www.iaff.org> (*Co-sponsors apprenticeships with IAFC; other career info. avail.*)
- Natl. Assn. of EMTs, 816-444-3500 <http://www.naemt.org> (*Membership open; only NREMTs vote*)
- Natl. Assn. of Hispanic Firefighters 214-631-0025 <http://www.nahf.org>
- Natl. Fire Academy/Natl. Emergency Trng. Ctr., 301-447-1000/800-238-3358
(*Training division of the US Fire Admin/FEMA <http://www.training.fema.gov>*)
- Natl. Fire Protection Assn., 617-770-3000 (general) 800-344- 3555 (publication sales)
<http://www.nfpa.org> (*Standards promulgation, publishing, fire safety education*)
- Natl. Registry of Emergency Medical Technicians, 614-888-4484 <http://www.nremt.org/>
- Natl. Volunteer Fire Council, 202-887-5700 <http://www.nvfc.org>
- US Dept. of Agriculture, 202-343-9435 (Bur. of Land Management) and 202-447-3760 (National Forest Service) <http://www.usda.gov> (*Job opportunities in forest/wildland fire control*)

US Dept. of Defense *Information on military careers in fire protection avail. for Army, Navy, Air Force, Marines & Coast Guard*, <http://www.defense.gov/>

US Fire Administration, 301-447-1080 <http://www.usfa.dhs.gov>

Women in the Fire Service, 608-233-4768 (*Career information, advocacy & support*)
<http://www.i-women.org/>

STATE LEVEL

Fire Service Women of NY State, (Co-sponsors Phoenix Fire Camp in Utica and NYS Women Firefighter Weekend at NYS Fire Academy) <http://www.fswnys.org>

Firemen's Assn. of the State of New York, 800-2FASNY2 <http://www.fasny.com>

NYS Assn. of Fire Chiefs, 800-676-FIRE <http://www.nysfirechiefs.com>
(*Affiliated with Intl. Assn. of Fire Chiefs*)

NYS Dept. of Homeland Security & Emergency Services/Office of Fire Prevention and Control, 518-474-6746 (general) or 607-535-7136 (Academy) <http://www.dhSES.ny.gov/ofpc/>
(*Principal NYS agency dealing with fire safety and fire service issues. Operates the NYS Academy of Fire Science and provides field training around NY State.*)

NYS Fire Instructors Assn. (*Organization of part-time instructors of State field courses*)

NYS Fire Investigators Assn. (IAAI Chapter 23) <http://www.nyfireinvestigators.com>

NYS Dept. of Civil Service, 518-457-2487 (gen.) 518-457- 6216 (exam info desk)
<http://www.cs.ny.gov/>

NYS Fire Marshals & Inspectors Assn. <http://nysfma.org/>

NYS Dept. of Health, EMS Program, 518-474-2219 <http://www.doh.state.ny.us>
(*Principal NYS agency dealing with EMS issues*)

NYS Dept. of Labor/Div. of Safety & Health, 518-457-2810 <http://www.dol.state.ny.us>
(*Lead agency on OSHA safety standards and compliance*)

NYS Professional Fire Fighters Assn., 518-436-8827 or 800-238-8827
<http://www.nyspffa.org> (*Represents union members of IAFF*)

JOB ANNOUNCEMENT SERVICES

Information on federal-level and state-level fire service employment may be obtained from the appropriate agencies, any NYS Dept. of Labor Employment Service office, or [NYS Civil Service](#) . Some of the associations on the preceding pages also publish newsletters which may run job announcements. Associations may also be able to refer you to additional sources of information or assistance.

Prospective subscribers to job listings should make careful, informed decisions about any fee-based services. We have no information on these. There are several free Internet sites which carry job announcements such as <https://www.firerecruit.com> and <http://www.firecareercenter.com>

CIVIL SERVICE REVIEW AND INTERVIEWING SKILLS

The following review books can be used to become familiar with test-taking techniques, but are not textbooks. NYS Civil Service *never* releases old exams, but check out their “Guide to the Written Test for the Firefighter Series” (14 pages, 2016, download from https://www.cs.ny.gov/testing/test_guides/firefighter_series_test_guide.pdf or the 25-page 2015 Chief/Asst Chief version at https://www.cs.ny.gov/testing/test_guides/Fire_Chief-Asst_Fire_Chief_test_guide.pdf)

Also, many public library systems in the State have subscribed to Learnatest.com to provide online access to electronic test prep aids. These include career exams including firefighter (not recommended) and EMT-Basic, Paramedic, academic tests (SAT, GED, etc.), and basic skills (grammar, reading comprehension, math). You may have seen the print versions of these exam prep books from a company called Learning Express. Anyone in NY State can also access LearnATest with a NY Public Library card (apply free at <http://catalog.nypl.org/screens/selfregpick.html>)

CSEA Test Preparation Booklet Series. *Highly recommended for NYS Civil Service exams!*

26 booklets written specifically for the NYS civil service tests, including titles relating to supervision, reading comp, understanding/interpreting tabular material, etc. Available from many libraries, CSEA or other union offices or at a small charge from CSEA Education Dept (518-434-0191). (The Academy Library has some copies available for loan.) For sale at <http://cseallearningcenter.org/booklets/catalog/#thumbwith> and free (though not all current edition) at <http://web.archive.org/web/20060524032029/http://www.csea659.org/books.htm> . Online prep courses available at <http://cseallearningcenter.org/default.cfm> for \$9.99 member (\$19.99 nonmember) a month.

Performace Training Systems Exam Prep Series: *Highly recommended for National Cert exams!*

Exam Prep: Fire Instructor I and II.
Exam Prep: Fire Officer I and II.
Exam Prep: Fire Inspector I and II.
Exam Prep: Fire Fighter I and II*
Exam Prep: Hazardous Materials Awareness & Operations*

TIP: The titles above are written by Ben Hirst. These are newer than the editions (also by Hirst) which are still sold by their old publisher, Jones and Bartlett!

*When using the J&B book to study for the Firefighter I exams, you should also use their "Hazardous Materials Awareness and Operations" book for the hazmat questions.

Jones & Bartlett/IAFC Exam Prep Series: *Highly recommended for National Cert exams!*

TIP: See tip above on other titles by same author! There are others in the series, but these are most widely requested in NY:

Exam Prep: Fire & Life Safety Educator I & II.
Exam Prep: Fire Department Safety Officer I & II.
Exam Prep: Fire Investigator.
Exam Prep: Fire Officer III and IV.

The scope and question style of nationally published fire exam prep books (such as those from Arco and Don McNea) are generally of limited use in preparing for NYS Civil Service exams. National Learning Corporation sells several exam prep books with titles that only sound like NYS Civil Service titles. (For example, “Fire Protection Specialist” seems to be for building fire wardens.)

*** Please read note on FF entry-level tests at end page 12!**

EMT certification exam review (various publishers):

Barron's How to Prepare for the EMT Basic Exam. Will Chapeau. 216p., 2003. Barron's Educ. Series.
 Basic Life Support Review +. DVD/CD-rom set. 2008. McGraw-Hill
 Emergency Medical Technician Exam Review. Kirsten M. Elling. 318p. 2013. Delmar.
 EMT-Basic Certification Exams. Greg Santa-Maria. 230p., 2003. ARCO/Peterson's
 EMT-Basic Review Manual for National Certification. Steven J. Rahm. 128p., 2004. AAOS/Jones & Bartlett.
 EMT-Intermediate Exam Review. Elling & Elling. 214p. with CD, 2007. Delmar.
 LearnATest online (see previous page about access)
 McGraw-Hill's EMT- Basic - DiPrima & Benedetto. 387p. 2008. McGraw-Hill (*with online exam*)
 McGraw-Hill's EMT-Paramedic -DiPrima & Benedetto. 835p. 2008. McGraw-Hill (*with online*)
 Mosby's EMT-B Certification Preparation and Review, 3rd ed. Daniel Mack. 294p., 2002, Mosby.
 Paramedic Exam Review, 2nd ed. Elling & Elling. 455p. with CD, 2007. Delmar.
 Pass EMT-Basic, 3rd ed. (Video, approx. 83 min.) 2003. Mosby-JEMS.
 Review Manual for the EMT-Basic Self Assessment Exam Prep. Joseph J. Mistovich. 215p., 2003, Pearson Prentice Hall.
 Review Manual for the First Responder. Joseph J. Mistovich. 175p., 2005, Pearson Prentice Hall.

ALL OTHERS:

Assessment Center Strategy and Tactics - Michael A. Terpak. 126p. 2008. Fire Engineering
 Assessment Center Handbook for Police and Fire Personnel, 2nd ed. - Charles Hale. 177p. 2004. Charles C. Thomas Publishing
 Company Officer Promotional Case Studies. David S. Becker. 117p., 2005. Pearson Prentice Hall.
 * The Complete Preparation Guide: Fire Fighter, New York. 304p., 2006. LearningExpress.
 NY City version (1996, 288 pages) is also available. **National edition not quite as good but OK. NYS version (1996) is much more useful as it contains general information on the career fire service in NY State and specific city departments. See note about electronic version (Learnatest.com) on page 12!**
 Emergency Dispatcher/911 Operator, 2nd ed. Valerie L. Haynes. 220p. 2001. Arco.
 Exam Preparation: Fire Officer I & II. Douglas Cline. 296p. + CD, 2006. Delmar.
 * Exam Preparation for Fire Fighter I & II. Andrea Walter, et al. 304p.+ CD 2006. Delmar. *Includes HazMat!*
 Facing the Promotional Interview. John Mittendorf. 206p.+ audio CD. 2003. Fire Engineering.
 Fire Department Interview Tactics - Gene Mahoney. 176p. 2007
 Fire Department Promotional Tests. A New Direction: New Testing Components, New Testing Formats. Matthew Murtagh. 183p., 1993. Fire Tech Promotion Courses
 * Firefighter Exam for Dummies. Stacy L. Bell, et al. 416p, 2011. Wiley.
 * Firefighter, 16th ed. Robert Andriuolo. 432p. 2008. Arco.
 Firefighter I & II Review. Steve Kidd, et al. (DVD with CD-rom) 2004, McGraw-Hill. (*If used for National Cert prep, you'll need to supplement it with J&B's HazMat Awareness & Ops book.*)
 * Firefighter Exam for Dummies. Stacey L. Bell, et al, 416p. 2011. Wiley Publishing.
 * Firefighter Exams: Barron's How to Prepare for Fire Fighter Examinations, 5th ed. James J. Murtagh. 431p., 2005. Barron's Educational Series. *Includes information on firefighting as a career, physical exams, the application and interviewing processes, etc.*
 How to Score High on Reading Interpretation. Edward McAniff & Stephen F. Robertson, 135p. 1974. McAniff Assocs. (*Old but still recommended for those taking exams for FDNY, NR, Yonkers, WP*)
 Mastering the Fire Service Assessment Center. Anthony Kastos, 300p. 2006. Fire Engineering. (*Also available as an audiobook, plus there's a DVD of tactical simulation exercises.*)
 * McGraw-Hill's Firefighter Exams - Ronald R. Spadafora. 418p. 2008. McGraw-Hill
 Preparing for Fire Service Assessment Centers. Patrick T. Maher & Richard S. Michelson. 115p., 1992. Fire Publications. (*May be helpful for written simulation test review*)
 Preparing for Fire Service Testing. Henry Morse. 112p., 2004. Delmar Publishers.

*** Please read note on FF entry-level tests at end page 12!**

Reading Comprehension Success in 20 Minutes a Day. Elizabeth Chesla. 175p., 1998. LearningExpress.

Reasoning Skills Success in 20 Minutes a Day. Elizabeth Chesla. 169p., 1998. LearningExpress.

Smoke Your Firefighter Interview. Paul Lepore. 330p., 2003. Freespool Publications.

Study Guide for the Firefighter Interview. Scott Cooligan & Keith Manser, 168p., 2008. Delmar.

Up the Ladder: Study and Test-taking Strategies for Fire Service Personnel. Selma Wilf. 304p., 1992 Brady/Prentice-Hall.

Excellent guide on reading comprehension and understanding graphs, tables & diagrams.

* Video Review for Firefighter Exams. Robert Panzarella. 115-min. VHS videotape. 1988. Video Aided Instruction, Inc.

*** Please read note on FF entry-level tests at end of this page!**

Some firefighters find fire simulation or “gaming” software useful in preparing for the written simulation test portion of promotional exams. These include the “Incident Command and Control Simulation Series” (CD-roms available free of charge from US Fire Administration as supplies last from <http://www.usfa.dhs.gov/applications/publications/> or for download from <http://www.usfa.dhs.gov/fireservice/subjects/incident/training.shtm>. Many CD-rom study aids are on the market, as well as flash cards, videos, etc. plus online decision-making drills such as <http://www.pennwellblogs.com/fireengineering/simulations> . More information on simulations and other tips at <http://nysfireinfo.pbworks.com/w/page/27327765/Civil%20Service%20and%20Nat%20Cert%20Exam%20Study>

**** Please note that the entry-level “Firefighter” test in NY State (except NY City and some Westchester departments) DOES NOT include any fire questions! The test is really meant to judge reasoning and reading skills. See “Guide to the Written Test for Firefighter Series” (http://www.cs.ny.gov/testing/test_guides/fire_test_guide.pdf) Nationally-published books and the firefighter test at the Learnatest.com site may include tactics and terminology questions you will not see on the State exam!***

Entry-level exams given for FDNY, Mount Vernon, White Plains, New Rochelle (and Yonkers?) are a different story...they DO include fire questions!

ANNUAL CIVIL SERVICE FIRE EXAMINATION SCHEDULE

The following is the regular annual schedule of examinations for the fire service provided by the New York State Dept of Civil Service. Examinations are provided by the State upon request of local civil service agencies. Because examinations are generally scheduled by the local jurisdictions when their fire departments have staffing needs, not every jurisdiction will necessarily hold an examination for a specific title each year. In addition, the schedule is sometimes amended by State Civil Service to meet the needs of the local jurisdictions. When a change in schedule is necessitated, local civil service agencies are notified by State Civil Service in a timely manner.

January: Upper-level promotional titles (Chief, Battalion Chief, Assistant Chief, Deputy Chief, Division Chief). See guide at https://www.cs.ny.gov/testing/test_guides/Fire_Chief-Asst_Fire_Chief_test_guide.pdf

March: Entry-level firefighter. See guide at https://www.cs.ny.gov/testing/test_guides/firefighter_series_test_guide.pdf

June: Fire Lieutenant, Captain

October of odd-numbered years only, for example 2015, 2017 etc: Special fire titles including Fire Investigator, Fire Inspector, Fire Marshal, Fire Training Officer, Airport Firefighter, County Fire Coordinator

As needed: Fire Protection Specialist and related titles at other State agencies.

The above schedules and titles do NOT apply to New York City, which produces and administers its own exams. See <http://www.nyc.gov/html/fdny/html/community/firefighter.shtml> for FDNY. Anyone interested in taking these tests should contact local civil service or personnel offices; New York State Civil Service does not make available all listings of exam locations.

The State Civil Service Exam Info Desk number is 518-457-6216. (Or find NYS Civil Service on the Internet at <http://www.cs.ny.gov/>). The "Municipal" section lets you look at open exams by county, but not all counties participate or keep their information current.

For more information on this guide please contact either:

NYS Office of Fire Prevention & Control
State Office Campus
1220 Washington Ave., Bldg 7A, 2nd Fl.
Albany, NY 12226
518-474-6746
OFPC email to: fire@dhses.ny.gov

NYS Office of Fire Prevention & Control
Academy of Fire Science
600 College Ave.
Montour Falls, NY 14865
607-535-7136 (main) 228-3137 (direct to Library)
Library email: OFPC.Library@dhses.ny.gov

Visit the OFPC homepage at <http://www.dhses.ny.gov/ofpc/>
and our wiki at <http://nysfireinfo.pbworks.com>
Search the Library catalog online at
<http://www.dhses.ny.gov/ofpc/training/fire-academy/library.cfm> or contact
OFPC.Library@dhses.ny.gov

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