**Fire Officer III 2023**

**Study Guide**

1. Identify and explain the five types of incident management teams.
2. Identify and explain the six different leadership styles.
3. Describe the factors involved with justifying employee accommodation.
4. Identify and explain the four steps of the budgetary process.
5. Identify the factors involved and the importance of records retention.
6. Identify the goals of a training program.
7. Explain the process for determining service levels.
8. Explain the process to ensure the validity of records.
9. Explain the Family and Medical Leave Act.
10. Identify the requirements of a nondiscriminatory policy pertaining to promotions.
11. Identify the factors that pertain to the chief officer’s interaction with stakeholders.
12. Explain how employee wellness and fitness affect the department.
13. Explain the difference between cognitive learning and affective learning as it pertains to establishing education and training goals.
14. Explain the difference between an expense budget and capital budget.
15. Define the term strategy as it pertains to strategic planning.
16. Describe NFPA 1.
17. Describe the difference between area command and unified command.
18. Define the following terms:
	1. Disparate impact.
	2. Budget spreadsheet.
	3. Contrast error (in promotion).
	4. Division of work.
	5. Preparedness (pertaining to NIMS)
19. Identify the four types of planning fire agencies engage in.
20. Identify the purpose and the process of doing a post incident analysis.
21. Explain the difference between ICS forms 204 and 207.
22. Describe the National Professional Development Model.
23. Describe an emergency response center.
24. Identify the responsibilities of the incident commander.
25. Describe a line-item budget system.
26. Describe an incident action plan.
27. Identify the factors of professional development.
28. Identify the four components of job analysis.
29. Describe incentive programs pertaining to benefit packages.
30. Identify and explain the seven components that help the chief officer understand the organization.
31. Identify the authority fire codes give to the fire safety specialist.
32. Explain the difference between mutual aid and automatic aid.
33. Explain the purpose of accident prevention programs.