

**A note from the Office of the
State Fire Marshal and the
Illinois Fire Chief's
Foundation.**

The Office of the State Fire Marshal and the Illinois Fire Chief's Foundation feel there is a great need for training senior officers who act in, or aspire to, the chief officer rank in their organization. As a senior officer in your department you are faced with many responsibilities not covered specifically in company officer training. We have put together a two-day mini-symposium for senior officers to help you better understand the duties and liabilities. This program is for senior officers who may be new at the chief officer rank or who act to support that administrative function regardless of rank.

The class will be **limited to 40 senior officers**, so it is imperative that you fax your registration in as quickly as possible. **There is no charge for this class. Deadline is September 17, 2007.**

A block of rooms has been reserved at the **Ramada Inn**, for the nights of **Friday, September 28, 2007 and Saturday, September 29, 2007**. The Ramada Inn is located at 801 N. Giant City Road, Carbondale IL 62901. Please indicate on the registration form if you will require a room or not for each night. Rooms are available on a first come registration basis for those traveling 35 miles or more for reimbursement.

The amount of knowledge that will be shared at this symposium is substantial as is coming to you for no cost. The OSFM and IFCA Foundation are working cooperatively to bring these mini-symposiums through-out the state and will continue to do so.

September 29-30, 2007

Goal

To produce a comprehensive guide to utilize as a tool by the senior officer for leadership and management of Fire Departments in the State of Illinois

Saturday

- 7:30-8:15a Coffee and Registration
- 8:15-8:45a Introductions of participants and history of the program
- 8:45-9:45a Roles of the Fire Officer /from Buddy to Boss
- 9:45-10:00a BREAK
- 10:00-12:30p Firefighter Safety
- 12:30-1:00p LUNCH
- 1:00-3:00p Laws, Regulations and Standards
- 3:00-3:15p BREAK
- 3:15-4:00p Budget
- 4:00-5:00p Planning

Sunday

- 7:30-8:15a Breakfast
- 8:00-9:30a SOP's
- 9:30-10:00a OSFM/IFCA Services
- 10:00-10:15a BREAK
- 10:15-12:00p Conflict Resolution
- 12:00-12:30p LUNCH
- 12:30-2:30p Team Building

Each attendee is expected to attend both days..

The Senior Officer Development for the Twenty-First Century Seminar is a cooperative effort by the OSFM and IFCA Foundation to best serve the fire service by presenting current topics of concern by qualified senior officers.

This program is designed as an interactive program with its success directly related to your participation.

**PANEL
PRESENTING TOPICS:**

Chief Patrick Kenny
Hinsdale FD

Chief Bob Graham, Ret.
Lake Bluff FD

John Fennell
General Counsel, OSFM

Robert Buhs
Executive Director, Illinois Fire Chiefs Assn



Directions from Hotel: Go Northeast on E. Mall Rd. Bear left on N. Giant City Rd. Turn right onto IL-13E (Main St.). Continue onto IL-13E. Turn left onto CR-10 (Carterville Colp Rd, S Division St). You are at 105 S. Division St.

Name: _____

Department: _____

Address: (street, city, zip) _____

Telephone: _____ Email: _____

Lunch will be served on both days

Please fax Registration Form to Maureen, IFCA Office

Fax # (847) 966-0782

Do you need a room for the night of Fri. 09/28/07: ___ Yes ___ No

Do you need a room for the night of Sat 09/29/07: ___ Yes ___ No

Registration is on a FIRST COME—FIRST SERVE BASIS. **Deadline is 09/17/07.**

and is **limited to first 40 students. There is no charge for this class. Hotel rooms on a first registration basis & traveling 35 miles or more for reimbursement.**

IFCA Foundation
PO Box 7
Skokie IL 60076-0007

**THE ILLINOIS FIRE CHIEFS'
FOUNDATION
and the
OFFICE OF THE
STATE FIRE MARSHAL**



Present

***Senior Officer Development
for the
Twenty-First
Century***

Hosted by:

Williamson County FPD

**Mini-Symposium Location:
Carterville Town Hall/Civic Center
105 S. Division
Carterville Illinois**

September 29-30, 2007