



# COMPANY OFFICER 2B

**GENERAL ADMINISTRATIVE FUNCTIONS**

**November 27-29, 2023**

This course provides the aspiring company officer information on general administrative functions and the implementation of department policies and procedures and addresses conveying the fire department's role, image, and mission to the public.

#### DATES

November 27-29 2023

#### TIMES

8:00 A.M. - 5:00 P.M. (all days)

#### WHERE

Shasta College RPSTC, Room 6008  
11555 Old Oregon Trail  
Redding, CA 96003

#### INSTRUCTORS

Donavan Lacy & Josh Weggeland

#### BOOK

Fire Officer: Principles and Practice (Current Edition). Burlington, MA Jones and Bartlett Learning. ISBN: 1284172393.

#### PREREQUISITE

Must meet the educational requirements for Fire Fighter II.

#### COST

\$232.50

Cost includes unit, health, campus and material fees. Students will be reimbursed for any difference in final registration fees. Additional fees will be incurred if from out-of-state. Contact SHIELD for more details.

#### STUDENT ID NUMBER REQUIRED

This is a FOR CREDIT, college course in partnership with Shasta College. A Shasta College student ID number must be obtained and provided on the first day of class. If you do not have a Shasta College student ID number, please visit <https://www.shastacollege.edu/admissions-registration/apply-to-shasta-college/>.

#### QUESTIONS?

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#### HOW TO REGISTER

<https://shield.training/>