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| UNIT OVERVIEW |
| **Course** Law Enforcement Helicopter Crewmember, S-271 |
| **Unit** 0 – Introduction |
| **Time** 1.0 Hours |
| **Objectives**1. Introduce the course coordinator, instructor, and students.2. Review and discuss course logistics.3. Present and go over the course overview.4. Review and discuss instructor and student course expectations.5. Identify the course references and essential materials.6. Review and discuss the position responsibilities. |
| **Strategy**This unit is an introduction to the course. It involves student and cadre interaction through introductions and a group exercise. |
| **Instructional Method(s)*** Informal lecture
* Classroom discussion
* Interactive group discussion
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| **Instructional Aids*** Computer with LCD projector, presentation software, and screen
* Sign-in sheet
* Flip charts and markers
* Task Book
* Fireline Handbook
* Incident Response Pocket Guide (IRPG)
* Interagency Helicopter Operations Guide (IHOG)
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| **Exercise*** Student Expectations for the Course
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| **Evaluation Method(s)*** None
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| **Outline**I. IntroductionsII. Course LogisticsIII. Course Overview A. Course ObjectiveB. Instructional MethodsC. Student Assessment/EvaluationD. Course Evaluation FormIV. Course ExpectationsA. Student ExpectationsB. Instructor ExpectationsV. Course Reference MaterialsVI. Helicopter Crewmember PositionA. The Helicopter Crewmember in the Incident Command SystemB. Position Task Book (PTB) DescriptionC. HECM Duties |
| **Aids and Cues Codes**The codes in the Aids and Cues column are defined as follows:IG – Instructor Guide IR – Instructor ReferenceSW – Student Workbook SR – Student ReferenceHO – Handout Slide – PowerPoint |

# UNIT PRESENTATION

COURSE: Helicopter Crewmember, S-271

UNIT: 0 – Introduction

| OUTLINE | AIDS & CUES |
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| NWCG Mission Statement Slide.Course Title Slide.Welcome Students To The Course.Present Unit Objectives.i. introductionsFor introductions use any method desired. Introduce course coordinator, instructors, and students.Have students give their:* Name and job title
* Agency, home unit
* LE & Aviation qualifications

Experience relative to the position as either a trainee or a trainer/coach; both positive and negative.ii. course logistics Discuss as appropriate:* Course agenda
* Sign-in sheet
* Housekeeping
	+ Message and telephone location
	+ Cell phone and pager policy
	+ Facility locations (restrooms, vending machines, drinking fountains, smoking areas, evacuation policy, etc.)
	+ Local information (restaurants, local map, transportation)
	+ Computer use (no internet surfing, log on only when instructed, etc.)
	+ Punctuality, meals and breaks
* Other concerns

Circulate the class registration form or a sign-in sheet for students to sign.iii. course overviewThis course is designed to meet the training needs of a Helicopter Crewmember (HECM) as outlined in the Wildland Fire Qualifications System Guide (PMS 310-1) and the position task book developed for the position.A. Course ObjectiveUpon completion of this course, the student will be able to demonstrate proficiency in all identified areas of helicopter use to safely achieve efficiency and standardization.B. Instructional Methods1. Facilitation/short lectures with PowerPoint2. Discussion3. Exercises4. Hands-onC. Student Assessment/EvaluationTo successfully complete the course, students must:1. Participate in all classroom discussions, exercises, and scenarios.2. Complete all quizzes3. Achieve 70% or higher on the final assessment/scenario.D. Course Evaluation FormStudents are given the opportunity to comment on the course and the quality of the instruction.IV. Course expectationsA. Student Expectations**EXERCISE: Expectations**Purpose: Student develops a list of their expectations for the course.Time: 10 minutesFormat: Students work in small groups of 3 to 5Materials Needed: Flip charts, markersInstructions:1. Instruct groups to write their responses to the following question on a flip chart:* What do you expect to gain from this course?

2. When finished, have each group present their expectations to the class.3. Answer any questions.4. Post lists around the room and refer to them throughout the course to ensure students’ expectations are being met.**End of Exercise.**B. Instructor ExpectationsStudents will:* Have an interest in becoming a Law Enforcement Helicopter Crewmember
* Have completed their pre-course work.
* Exhibit mutual cooperation with the group.
* Be open-minded to accomplishments during the course presentation.
* Participate actively in all of the training exercises presented in the course.
* Return to class at stated times.
* Use what is presented in the course to effectively perform the duties of a HECM
* Not leave the course with any unanswered questions.

V. course reference materialsBelow is a list of materials that are referenced throughout the course:* Fireline Handbook with Appendix B, PMS 410‑1
* Incident Response Pocket Guide, PMS 461
* Interagency Helicopter Operations Guide (IHOG), NFES 1885
* Interagency Aviation transport of Hazardous Materials, NFES 1068

vi. helicopter crewmember positionA. The Helicopter Crewmember in the Incident Command System* The LE HECM is a designated member of a law enforcement organization.
* The LE HECM is supervised by the Aircraft Manager .

B. Position Task Book (PTB) DescriptionBriefly explain the purpose of the position task book. Common tasks and additional specific tasks for the LE HECM.Tool for observing and evaluating performance.Must complete the task in the PTB to become qualified as a LE HECMThis PTB can only be initiated at the beginning of this course.Ask students if they have any questions concerning the FHB or PTB.C. HECMDutiesBriefly review the HECMduties. They are discussed in detail throughout the course (review).The Law Enforcement Helicopter Crewmember for both Law Enforcement and Resource Exclusive-Use and Call-When-Needed (CWN) serves as a trained member of a helicopter crew, assisting the Manager in the performance and completion of helicopter missions.Address questions or concerns. | Slide 0-1Slide 0-2Slide 0-3Slide 0-4Slide 0-5Slide 0-6Slide 0-7Slide 0-8Slide 0-9Slide 0-10Slide 0-11Slide 0-12Slide 0-13Slide 0-14Slide 0-15Slide 0-16Slide 0-17 |