

Drill Lesson Plan

Administrative Procedures.

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Objective

To give an overall lesson how the TMFD functions. Discussion on Roles, responsibilities and duties of all members within the department.

Referenced Materials

TMFD SOG
Town of Menasha personnel policy manual

Topics

- Job descriptions
- requirements
- functions

Considerations

Professionalism

Lesson

- 1.) **Chief of Department over view of TMFD**
 - a. Deputy Chief overview of position requirements
 1. Full time firefighter
 2. PIO/ fire safety and life educator
 3. Inspectors