



Take The Lead.

The Ohio Fire Executive program is designed to help officers gain critical thinking skills they need to perform their jobs. As one OFE graduate noted, an officer is given a badge and a handshake — and is expected to know what to do next. The program gives officers the tools and skills to handle the part of the job that comes after the handshake.

The Ohio Fire Executive Program (OFE) was designed by fire chiefs and educators to build on three elements: self-analysis, leading change, and executive leadership, through a series of 13 separate classes using faculty from the National Fire Academy, The Ohio State University and other colleges and universities, and specialists in law and administration.

OFE participants attend five weeks of classes, one week every six months over the course of 2½ years. During this time, they fulfill about 30 assignments, including a strategic plan, an organizational evaluation, a community leadership study, and an applied research project. The topics they cover include executive leadership, self-analysis, leadership communication, research utilization, organizational values, team building, leadership change, customer service, strategic planning, organizational assessment, labor law, problem solving and conflict resolution, community leadership, policy formulation, and organizational ethics. At each session, participants are also required to give impromptu speeches, oral reports, or PowerPoint presentations, aimed at improving their communications skills.

The first OFE class was admitted in 2001. On April 24, 2009, the seventh class graduated. Today, there are about 150 alumni of the program who are active in Ohio's fire service.

Admission to OFE is competitive, and it is a challenge for many officers to perform their "day jobs" and successfully complete the program. Some don't make it. Those who graduate from OFE are eligible to use the honorific after their names and are eligible for college credit at several institutions in the state and beyond its borders.

The Value of OFE

Completion of this program by the participant can benefit the community, organization and the individual. At the completion of the OFE program, participants will be able to:

- Describe their personal strengths and weaknesses and areas where continued improvement is needed.
- Define executive leadership as a set of behaviors and characteristics — not the position or person.
- Develop and implement an organizational vision that is ethically and morally responsible.
- Act more knowledgeable in the role of change agent and manage problems associated with change in an effective manner.
- Develop stronger communication skills to motivate and inspire individuals and groups to work toward a common goal.
- Conduct and utilize research as an important decision-making tool.
- Develop an organizational strategic plan that focuses on customer service and how to achieve results.
- Conduct an evaluation of the organization using both internal and external criteria.
- Identify potential sources of conflict early and manage conflict constructively.
- Recognize how to represent the organization effectively, both internally and externally.

OFE COURSE SCHEDULE	
Year 1	Session 1 (Spring) • Executive Leadership • Self Analysis • Vision, Mission, Organizational Values • Organizational Evaluation
	Session 2 (Fall) • Leadership Communication: Writing • Research Utilization • Team Building • Leading Change
Year 2	Session 3 (Spring) • Customer Service • Strategic Planning • Leadership Communication: Speaking • Research Utilization Reports • Leadership Communication: Listening
	Session 4 (Fall) • Policy Formulation • Conflict Management • Community: Leadership Structure • Change Project Reports • Community: Role of Fire/EMS Executive
Year 3	Session 5 (Spring) • Self Reassessment • Problem Solving • Labor/Management Relationships • Developing Organizational Ethics
	Graduation (Spring)



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Admission in the Ohio Fire Executive program is by application and requires a statement of nomination from the applicant's top administrator. To request an application, contact the OFCA.

OFE, Ohio Fire Chiefs' Association
131 Dillmont Drive, Suite 101
Columbus, OH 43235

Phone: 800-347-3704 or 614-410-6322
Email: info@ohiofirechiefs.com



Take The Lead.

The Ohio Fire Executive program develops executive skills necessary to lead a high performance fire organization

Developed and Administered by the Ohio Fire & Emergency Services Foundation in cooperation with Ohio Fire Chiefs' Association

What Is OFE?

The Ohio Fire Executive Program (OFE) is a five-week course of leadership training for fire and EMS executives spread over 2½ years.



When Does OFE Meet?

Each class group meets for the first time (Week 1) in the Spring. That begins a Spring-Fall cycle that ends in the Spring 2½ years later. Classes will meet in either April/October, May/November, or June/December. Class dates are listed on each year's application.

Is OFE Difficult?

In a word, yes. Officers spend about 200 hours in class and another 300-500 hours in out-of-class assignments and their research projects. They must complete 30 reading or writing assignments. Many of the assignments take the officer out of his or her "comfort zone" - creating an on-going challenge to grow and improve.

What Do Officers Learn?

The OFE program is based on 3 interlocking principles: Self-Analysis, Leading Change, and Executive Leadership. During the 5 weeks, officers take a long, hard look at themselves as leaders, both internally and in external settings from the fire department to city hall. OFE gives officers the tools and the knowledge base they wish they had when they were handed the badge. Class sessions in OFE include Executive Leadership, Effective Communication, Vision/Mission/Organizational Values, Team Building, Leading Change, Customer Service, Strategic Planning, Organizational Assessment, Organizational Ethics, Community Leadership, Policy Formulation, Problem Solving, and Conflict Resolution. By the end of the OFE, officers have written a Strategic Plan, conducted an Organizational Assessment, and gotten to

know their community leaders. They have also become more comfortable with written communication, public speaking, and active listening. The capstone of the OFE program is the requirement to conduct and report on an Applied Research Project on a topic of their choosing.

Do I Have To Have A College Degree?

No. Although having attended college can be helpful, many of our successful graduates have not yet attended college. Motivation and time management are more important than education.

Will Completing OFE Help My Career?

Definitely. If you successfully complete OFE you will qualify for credit toward Associate's Undergraduate and Graduate degrees at many colleges and universities. It is also an item that can help you when seeking the Chief Fire Officer designation. OFE completion is being listed as a preferred item when senior officer positions are posted.

How Do I Get In?

First, you must already be a fire officer. Second, you must have the support of your fire chief. Applications are accepted from Oct. 1 to Dec. 1 each year. The applications are judged competitively, based on answers to five essay questions on the application. Applications are posted online at www.ohiofirechiefs.com and are also available by mail. They must be completed and turned in as hard copy — we do not accept electronic submissions.

What Does OFE Cost?

Current OFE registration costs are available online at www.ohiofirechiefs.com or by calling 800-347-3704 or 614-410-6322. Course fees include the cost of the course, overnight accommodations at The Conference Center at NorthPointe just outside of Columbus, and all of your meals during the course.

About the Facility

Because the OFE program is so challenging, we want to make sure that you are able to focus on the course while you attend the sessions. Your OFE registration includes all accommodations and all meals during the program.

The Conference Center at NorthPointe is located just 10 minutes north of Columbus in Lewis Center, Ohio. Nestled in a village-like setting of Georgian architecture and cobblestone streets, the full service meeting center features 40 meeting and breakout rooms, an elegant 6,000 square foot ballroom, 120 hotel rooms, the latest in advanced audiovisual technology and professional conference services, a private conference dining room and an on-site pub to relax and confer with your peers in the program.

NorthPointe Conference Center dining options are as diverse as they are outstanding in taste and presentation. Each hotel guest room and suite features pillow-top beds and high speed Internet access. Guests may enjoy the fitness center, full size gymnasium and outdoor swimming pool, all located on meticulously landscaped grounds overlooking a picturesque two-acre pond.

