



South Carolina Department of Labor, Licensing and Regulation  
**Division of Fire and Life Safety**  
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## South Carolina Fire Academy Seeks Subject Matter Experts

The South Carolina Fire Academy uses Subject Matter Experts (SMEs) for its Curriculum Projects. As such, to assist with Development, the Academy is establishing a pool of SMEs interested in contributing to statewide course delivery.

Currently, the Academy's goal is to establish five volunteer SMEs for each project. These experts will partner with an Academy Educational Specialist in the Development area of Curriculum for course revision/ creation. SMEs may be selected from different regions of the state. An established pool of SMEs identified for different subject areas will allow Academy staff to reach out to various individuals to serve in this capacity.

Course development generally takes 18 to 24 months. As a result, this may be a long-term commitment. (There are shorter and longer projects.) Selected SMEs will be asked to review material electronically and meet at the Academy during the duration of the commitment. They will also assist in Instructor Previews and Pilot deliveries of courses.

Applications are requested twice a year and the process will identify new SMEs. Interested applicants must complete the attached application and submit it by **April 30** to Bonita Watters, Curriculum Manager. Her email address is: [Bonita.Watters@llr.sc.gov](mailto:Bonita.Watters@llr.sc.gov).

**NOTE:** Once accepted, SMEs do not need to reapply. A committee with members from Curriculum, Training, and current SMEs will make the selection and identify those who may be available for future projects. If there is an upcoming project, the Curriculum Development Supervisor will contact the pool of SMEs to check on interest and availability.

Thank you for your interest in supporting the South Carolina Fire Academy.

Dennis Ray, Superintendent  
Terrell Brown, Training Manager, Deputy Superintendent  
Bonita M. Watters, Curriculum Manager  
Tyson Houston, Curriculum Development Supervisor



# Subject Matter Expert Application

If you are interested in volunteering your time and expertise to help the S.C. Fire Academy develop high quality courses for the fire service, please consider serving as a Subject Matter Expert. These are non-paid positions.

**Name**

**Position/Rank**

**Organization**

**Email Address**

**Phone**

**Date of Application**

**Certified SCFA Instructor?**    Yes            No

(not required)

**Subject Areas of Interest (check all that apply)**

- |                 |                          |                          |                          |
|-----------------|--------------------------|--------------------------|--------------------------|
| Firefighter     | <input type="checkbox"/> | Rescue                   | <input type="checkbox"/> |
| Driver/Operator | <input type="checkbox"/> | Hazardous Materials      | <input type="checkbox"/> |
| Instructor      | <input type="checkbox"/> | Community Risk Reduction | <input type="checkbox"/> |
| Investigation   | <input type="checkbox"/> | Fire Officer/Leadership  | <input type="checkbox"/> |
| EMS             | <input type="checkbox"/> | ARFF                     | <input type="checkbox"/> |

**Have you served as an SME before?    If so, for what course(s)?**

Yes            No

**Provide a summary of courses you have taught, listing specific ones in your area of interest.**

**Summarize courses you have taken, listing specific ones in your area of interest.**

**Briefly outline your education and experience related to your area(s) of interest.**

**Briefly described your current position with job duties and responsibilities.**

**What do you believe makes an effective subject matter expert?**

Thank you for you interest. As courses are developed or revised in your area of interest, your application will be considered. If you have any questions, please contact Curriculum Manager Bonita Watters at [Bonita.Watters@lir.sc.gov](mailto:Bonita.Watters@lir.sc.gov).

