

**2025 FIRE DEPUTY CHIEF PROMOTIONAL READING LIST**

Internal Sources		May be tested on the following phase(s):		
		Written Work Sample	Tactical Exercise	Oral Board
1.	<b>Division of Fire Standard Operating Procedures*</b>	X	X	X
2.	<b>Division of Fire Systems Manual*</b>	X		X
3.	<b>IAFF Contract in effect July 31, 2024*</b>	X		X
4.	<b>City of Columbus Central Work Rules</b>	X		X
<p>*The internal sources have been edited, omitting limited sections. When preparing for the examination <b><u>only</u></b> use the version of the sources provided on the Civil Service Commission's Website.</p>				

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External Sources		May be tested on the following phase(s):		
		Written Work Sample	Tactical Exercise	Oral Board
1.	<b><u>Firefighting Operations in High-Rise and Standpipe-Equipped Buildings:</u></b> David M. McGrail; Fire Engineering (2007) ISBN-13: 978-1593700546 Available at: <a href="http://www.amazon.com">www.amazon.com</a> ,		X	
2.	<b><u>Building Construction for the Fire Service 6<sup>th</sup> Edition</u></b> Glenn Corbett & Francis L. Brannigan; Jones & Bartlett Learning; 6 edition (October 21, 2019) ISBN-13: 978-1284177312 Available at: <a href="http://www.amazon.com">www.amazon.com</a> , <a href="http://www.barnesandnoble.com">www.barnesandnoble.com</a>		X	
3.	<b><u>Fire Department Incident Safety Officer (Revised) 3<sup>rd</sup> Edition</u></b> David Dodson; Jones & Bartlett Learning (2020) ISBN-13: 978-1284216554 Available at: <a href="http://www.amazon.com">www.amazon.com</a> , <a href="http://www.barnesandnoble.com">www.barnesandnoble.com</a>	X	X	
4.	<b><u>The Practice of Adaptive Leadership: Tools and Tactics for Changing Your Organization and the World</u></b> Ronald Heifetz, Alexander Grashow and Marty Linsky; Harvard Business Review Press (2009) ISBN: 978-1-4221-0576-4 Available at: <a href="http://www.amazon.com">www.amazon.com</a> , <a href="http://www.barnesandnoble.com">www.barnesandnoble.com</a>	X		X
5.	<b><u>Fire Service Ethics</u></b> H. Scott Walker; Jones & Bartlett Learning ISBN-13: 978-1284171655 Available at: <a href="http://www.amazon.com">www.amazon.com</a>	X		X
6.	<b><u>Chief Officer Principles and Practice Third Edition</u></b> David J. Purchase; Bartlett Learning; 3 <sup>rd</sup> Edition ISBN 9781284172478 <a href="http://www.amazon.com">www.amazon.com</a>	X		X

**IMPORTANT:**

- 1) When ordering books, be sure to utilize the ISBN number.
- 2) Any of the listed source materials may be referenced by candidates during the Written Work Sample or the preparation period of the Oral Board phase. All other exam phases are closed book. Personal electronic sources will not be permitted for use during exams.

**2025 FIRE DEPUTY CHIEF PROMOTIONAL READING LIST**

External Sources - Video		May be tested on the following phase(s):		
		Written Work Sample	Tactical Exercise	Oral Board
1.	<b>Communicate with Empathy</b> by Alexander Lyon <a href="https://www.youtube.com/watch?v=8tyFJTzYtY">https://www.youtube.com/watch?v=8tyFJTzYtY</a> <b>Video Run time: 6:49</b>			X
2.	<b>Leadership Shouldn't be a Position</b> by Rachel Kohman <a href="https://www.youtube.com/watch?v=8tyFJTzYtY">Leadership Shouldn't Be a Position   Rachel Kohman   TEDxMissouriS&amp;T (youtube.com)</a> <b>Video Run time: 11:24</b>			X
3.	<b>What leaders need to know about change</b> by Taylor Harrell <a href="https://www.youtube.com/watch?v=8tyFJTzYtY">What leaders need to know about change   Taylor Harrell   TEDxSDSU (youtube.com)</a> <b>Video Run time: 19:54</b>			X
<b>IMPORTANT:</b> 1) Total Run time of all videos combined: 38:07 2) <b>Videos will be unavailable during the Oral Board Preparation Period.</b>				