

EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

Course: *All-Hazards Position Specific Train-the-Trainer Program*

Course Dates:

E-978 Situation Unit Leader: April 29 – May 3, 2013

E-977 Supply Unit Leader: May 6 – 9, 2013

E-974 Finance/Administration Section Chief:
August 26 – 28, 2013

E-976 Finance/Administration Unit Leader:
September 10 – 12, 2013

Course Length:

These courses vary in length from 3 to 5 days. Class times generally run from 8:00 a.m. – 4:30 p.m. each day.

Location:

Emergency Management Institute (EMI)
National Emergency Training Center (NETC)
Emmitsburg, Maryland

Program Description:

The primary goal of the National Incident Management System (NIMS) Incident Command System (ICS) All-Hazards Position Specific Training Program is to provide additional training that may be needed by personnel responsible for managing incidents of greater complexity than those typically encountered during routine operations. This training is designed to provide all-hazards competencies and behaviors for Command and General Staff and selected Unit Leader positions within a Type III or Type IV Incident Management Team (IMT) environment.

Course Goal:

The primary goal of the All-Hazards Position Specific train-the-trainer (TTT) program is to provide students with the knowledge needed to teach future selected Position Specific courses.

Course Design:

All-Hazards Position Specific TTT courses consist of classroom-based lecture, small-group activities, and a series of exercise-based activities for cognitive learning. Small-group activities and student teaching will reinforce the concepts taught during lectures.

Prerequisite:

The following course completions are recommended prior to attending these courses:

- IS 100.b – Introduction to Incident Command System (ICS), I-100
- IS 200.b – ICS for Single Resources and Initial Action Incidents
- IS 700.a – National Incident Management System (NIMS), an Introduction
- IS 800.b – National Response Framework
- ICS 300 – Intermediate ICS
- ICS 400 – Advanced ICS

Target Audience:

NIMS ICS Position Specific TTT training should be completed by personnel who are regularly assigned to functional, support, or unit leader positions on United States Fire Administration (USFA) or other Type III All-Hazards Incident Management Teams (AHIMT), or by those persons who desire to seek credentials/certification in those positions and are otherwise qualified to teach the course.

To Apply:

Complete a FEMA Form 119-25-1, General Admissions Application with a student signature and signature of supervisor or sponsoring agency official. Submit the application through the State Emergency Management Training office which will mail, scan, or fax it to:

TRAINING OPPORTUNITY

National Emergency Training Center (NETC)
NETC Admissions Office, Room I-216
16825 South Seton Avenue
Emmitsburg, MD 21727-8998
Phone: (301) 447-1035
Fax: (301) 447-1658
Email: netc-admissions@fema.dhs.gov

Application Review:

In order to be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the student selection criteria listed below and indicate how you meet the requirements based upon your position and experience.

Upon acceptance into the course, NETC Admissions will mail out an Acceptance Letter/Welcome Package outlining travel information, NETC shuttle services, lodging and other logistics. Lodging is provided for course participants on the NETC campus. Participants staying overnight on campus are required to purchase a meal ticket for the duration of the training activity. Notify the NETC Transportation Office at least 2 weeks prior to the course date to reserve a seat. Call (301) 447-1048, ext. 1113, or email netc-housing@fema.dhs.gov.

Selection Criteria:

The program audience includes personnel from emergency management, emergency medical services, fire, law enforcement, government administrative, hazardous materials, health care, public health, public safety communications, public works, or any emergency management or response personnel who may have the opportunity to serve on an Incident Management Team during an incident.

Notice to Applicants for FY 2013 courses:

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number. This number will be used in place of the Social Security Number (SSN) on your application form. **The SSN number is no longer required.**

How do I obtain my FEMA SID number?

- Step 1: To register, go to <https://cdp.dhs.gov/femasid>
Step 2: Click on the "Need a FEMA SID" button on the right side of the screen.
Step 3: Follow the instructions and provide the necessary information to create your account.
Step 4: You will receive an email with your SID number. You should save this number in a secure location.

What do I do with this new SID number I have been assigned?

The SID number is used in place of the SSN on your General Admissions Application (FEMA Form 119-25-1) for any courses that begin on or after October 1, 2012.

For continual updates on other EMI courses, please sign up for **our free e-mail subscription service** at: <http://training.fema.gov/EMIWeb/IEMC/>

EMI Point of Contact:

For additional information contact course manager, Robert Ridgeway at (301) 447-1142, or email Robert.Ridgeway@fema.dhs.gov

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