



National Emergency Management Executive Academy (NEMEA) Overview/FY24 Application Process

Purpose:

To provide an overview of the National Emergency Management Executive Academy (NEMEA) program and the Federal Fiscal Year (FY) 24 application process.

Program Description:

The [National Emergency Management Executive Academy](https://training.fema.gov/empp/executive.aspx) (https://training.fema.gov/empp/executive.aspx) is a component of the [Emergency Management Professional Program \(EMPP\)](https://training.fema.gov/empp) (https://training.fema.gov/empp).

In collaboration with academia, renowned practitioners, and industry leaders, the Emergency Management Institute (EMI) created the National Emergency Management Executive Academy to produce a competency-based curriculum that supports the advancement of strategic and policy-level executive leadership.

The National Emergency Management Executive Academy provides an ideal setting for a diverse representation of senior emergency management executives to come together to explore contemporary and emerging 21st century challenges. The program hones strategic leadership and critical thinking skills for senior executives involved with multi-jurisdictional, national, homeland security, and emergency management policy development and decision-making responsibilities. Participants work collaboratively on team capstone projects, which are the cohort's opportunity to leave a lasting impact on the profession of emergency management.

For more information, visit [The National Emergency Management Executive Academy website](https://training.fema.gov/empp/executive.aspx) (https://training.fema.gov/empp/executive.aspx)

Target Audience:

The Executive Academy is designed for emergency management senior leaders in State, Local, Tribal, and Territorial governments; non-governmental organizations (NGOs), academic institutions, and private sector entities. Ideal candidates will serve in key senior leadership positions and are responsible for decisions that have a significant effect on emergency management policies.

The audience may include, but is not limited to:

- Emergency management and homeland security directors or advisors leading in local, state, multijurisdictional, or large metropolitan areas
- Emergency management leaders from allied disciplines in the public sector, such as public utilities, K-12 education, higher education, public transportation, and military/DSCA roles
- Administrators, such as members of the Governor's Cabinet or chief/director of an agency
- Federal administrators at the Appointed or Senior Executive Service (SES)/GS15 level; and
- Directors of voluntary organizations

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EMI selects up to 30 emergency management executives to participate in the Executive Academy per year. Each cohort will reflect a Whole Community composition.

Tentative Class Dates for FY24:

- E0680 – March 4–7, 2024
- E0682 – April 22–25, 2024
- E0684 – June 10–13, 2024
- E0686 – August 19–23, 2024

Application Process (April 1–June 1, 2023):

Completed application packets will be reviewed by a formal selection committee. The application window is **April 1–June 1, 2023**, with selection announcements in August.

Application Selection Criteria:

- Applications will be evaluated based on recommended prerequisites to include:
 - Demonstrated depth and breadth of experience in an EM position, or
 - Applicable work experience will be considered for exceptional candidates.

NOTE: Completion of the Basic Academy or Advanced Academy is **NOT** a prerequisite to apply for the NEMEA but is highly recommended.

Classroom Requirements:

The NEMEA Program consists of four resident courses, each 4 days in length. Attendance at each course is required and **must** be attended in sequential order (listed below) during Federal FY 24. The courses must be taken in the following order:

- **E0680: Examining Emergency Management Policy and Doctrine**
 - EM Framework & Principles, Critical Thinking & Decision Making, Presenting for Impact, Ethics in EM, Systems Thinking for EM
- **E0682: Leading Complex Systems**
 - Strategic Leadership, Mission Critical Leadership, Complex Systems Literacy, Leading Change in a Complex Environment, Civics & Governance, Conflict Resolution & Emotional Intelligence
- **E0684: Interpreting the Contemporary Emergency Management Environment**
 - Disaster Risk Management, Economics of Disasters, Leadership in a Contemporary EM Environment, Innovative Methodologies, Leading with Vision
- **E0686: Creating an Emergency Management Stakeholder Community**
 - Community Engagement, Risk & Crisis Communication, Sociocultural Literacy, Political Savvy, Resilience

How to Apply:

Application packages must be submitted by email to FEMA-EMPP-Executive-Academy@fema.dhs.gov

The Application Package document is the only acceptable form to submit when applying.

Incomplete application packages will not be considered by the selection panel.

1. Click here to access the [Application for the National Emergency Management Executive Academy](https://training.fema.gov/empp/docs/nemea_application_packet_2024.pdf) (https://training.fema.gov/empp/docs/nemea_application_packet_2024.pdf). This document needs to be downloaded and saved to your PC prior to filling it out. This one document, which is a fillable PDF form, is all you need to send to FEMA-EMPP-Executive-Academy@fema.dhs.gov to be considered for this program.

This form includes:

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- **Candidate Information**
 - A **cover letter** requesting consideration for admission to the program and specifying the applicant's qualifications and expectations of the program.
 - **Resume** - space is provided for:
 - **Emergency Management Experience:** (Example: Feb 2020–present; 3 yrs; Director, Maryland EMA)
 - **Boards, Commission, Associations:** (Example: Committee Chair, International Association of Emergency Managers, 2018–present or Hugh O'Brian Youth Leadership (HOBY) Chairperson, 2018–2020)
 - **Education:** (Example: University of Maryland University College, M.S. Emergency Management, August 2017)
 - **Training & Certifications:** (Example: National Emergency Management Basic Academy, Emergency Management Institute, Emmitsburg, MD, September 2017)
 - **Other:** In the event you need more space from an area above or have additional information you feel the selection panel should take into consideration when reviewing your package.
 - **Executive Academy Commitment Statement.** This indicates commitment to complete the entire program, which consists of the four resident courses at EMI and the Capstone Project.
 - **Academy Questionnaire.** Consists of five questions reviewed by the selection committee to assist in determining the most qualified candidates.
 - A **Recommendation** letter from your immediate supervisor. If you are self-employed and do not have an immediate supervisor, then please use your most recent supervisor.
 - **Signature.** This page has a location for the electronic signatures of both the applicant and the applicant's supervisor. If you are self-employed and do not have an immediate supervisor, then please use your most recent supervisor.
2. Once the Application Package is complete with signatures, save the document as a PDF file with the following file-naming convention: **LastnameFirstname.EA.FY24** Example: **JonesRobert.EA.FY24**
 3. The final step is to email the completed Application Package to FEMA-EMPP-Executive-Academy@fema.dhs.gov

Request for Accommodation:

If you require a reasonable accommodation (sign language interpreters, Braille, CART, etc.), please make the request NLT 15 days prior to the class start date. When making any requests, please provide details on the accommodation; however, DO NOT include medical or other personal information that is protected under the Privacy Act of 1974 or the Health Information Privacy Protection Act No. 1749 Page 2 Thursday, October 20, 2022 (45 CFR Part 160 Subparts A and E of Part 164). Last-minute requests will be accepted; however, they may not be possible to fulfill. Please indicate any requests as part of your admissions application. Any additional questions should be directed to NETC Admissions at: netcadmissions@fema.dhs.gov

EMI NEMEA Point of Contact:

For questions, please email Doug Kuhn at: fema-empp-executive-academy@fema.dhs.gov

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