



National Emergency Management Executive Academy (NEMEA) Overview / FY21 Application Process

Purpose:

To provide an overview of the National Emergency Management Executive Academy (NEMEA) program and the Federal Fiscal Year (FY) 21 application process.

Program Description:

The [National Emergency Management Advanced Academy](#) is a component of the [Emergency Management Professional Program \(EMPP\)](#).

In collaboration with academia, renowned practitioners and industry leaders, Emergency Management Institute (EMI) has created the National Emergency Management Executive Academy to produce a comprehensive and contemporary curriculum supporting 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 leaders to come together to explore contemporary and emerging 21st century challenges. The program hones strategic leadership thinking for senior leaders involved with multi-jurisdictional, national, international, public health, private industry, and institutes of higher education homeland security and emergency management policy development responsibilities. Participants work collaboratively on capstone projects, leveraging the wealth of knowledge they bring to the cohort, in order to recommend improvements to the policies, doctrine and profession of emergency management.

For more information, visit the [National Emergency Management Executive Academy](#)

[website](#)

(<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; non-governmental organizations (NGOs), academic institutions, and private sector entities. Ideal candidates will serve in key positions of influence or are responsible for the decisions that have significant effects on emergency management policy or doctrine.

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/GS14 level; and
- Directors of voluntary organizations.

EMI will select up to 40 emergency management senior leaders to participate in the Executive Academy per year. Each Cohort reflects the Whole Community of emergency management leadership.

Tentative Class Dates for FY21

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- E0680 – October 19-22, 2020
- E0682 – February 22-25, 2021
- E0684 – May 17-20, 2021
- E0686 – August 16-19, 2021

Application Process (April 6 – May 31, 2020):

Completed application packets will be reviewed by a formal selection committee. The application window is **April 6 – May 31, 2020**, with selection announcements in July.

Application Selection Criteria:

- Applications will be evaluated based on recommended prerequisites to include:
- 10 years’ 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

Classroom Requirements:

The NEMEA Program consists of four resident courses, each four days in length. Attendance at each course is required and **must** be attended in sequential order (listed below) during Federal FY 21. The courses must be taken in the following order:

- **E0680 Examining Emergency Management Policy & Doctrine:**
Systems thinking for EM, Leading Complex Systems, Innovative Methodologies, Net-centric Visioning & Designing, and Presenting for Impact
- **E0682 Leading Complex Systems:**
Critical Thinking, Applying Decision Making Processes, Continuous Learning, EM Ethics, Conflict Management, Leadership & Collaboration, and Social Intelligence
- **E0684 Interpreting the Contemporary Emergency Management Environment:**
Disaster Risk Management, Scientific Considerations, Geographic Considerations, Sociocultural Considerations, and Evolving Technology Application & Adoption
- **E0686 Creating an Emergency Management Stakeholder Community:**

Facilitating Community Risk Ownership, Civics/Governance Considerations, Political Skills, and Influence Skills

How to Apply Online:

Applications must be submitted through the online registration system and must have the Application Package document attached to the online registration. Any attachments other than the required Application Package documents will not be considered. Incomplete application packages will not be considered by the selection panel.

1. Complete the following two documents to be uploaded into the Application Package:
 - A **cover letter** requesting consideration for admission to the program and specifying the applicant’s qualifications and expectations of the program.
 - A **letter of Recommendation** from a Supervisor.

2. **Complete the Application Package** (<https://training.fema.gov/empp/docs/nemaa%20application%20packet.pdf>). This one document which is a fillable PDF Form needs to be attached to your online application.

This form includes:

- **Candidate Information** (must be signed) – Insert the cover letter in this section
- **Supervisor Recommendation** (must be signed) – insert the Supervisor’s Letter of Recommendation in this section
- **Resume**
- **Executive Academy Commitment Statement**. This indicates commitment to complete the entire program, which consists of the four resident courses at EMI and NEMEA Capstone Project.
- **Academy Questionnaire**

3. Once the Application Package is complete with attachments and signatures, save the document as a PDF file with the following file naming convention:

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- **LastNameFirstname.EA.FY21**
 - **Example: JonesRobert.EA.FY21**
4. The final step is to apply through the online admissions system. Attach the completed Application Package within the online application.

[Access instructions for filling out the online applications form.](https://training.fema.gov/empp/docs/job-aid-emergency%20management%20institute%20(emi)%20aa%20ea%20mpiop%20on-line%20application%20instructions.docx)

([https://training.fema.gov/empp/docs/job-aid-emergency%20management%20institute%20\(emi\)%20aa%20ea%20mpiop%20on-line%20application%20instructions.docx](https://training.fema.gov/empp/docs/job-aid-emergency%20management%20institute%20(emi)%20aa%20ea%20mpiop%20on-line%20application%20instructions.docx))

Note:

All forms and the application process are located at the [EMPP website](https://training.fema.gov/empp/applytoexecuteacademy.aspx) (<https://training.fema.gov/empp/applytoexecuteacademy.aspx>).

Incomplete packages will not be accepted.

EMI NEMEA Point of Contact:

For questions, please email [Jinnie Lettkeman](mailto:jinnie.lettke@fema.dhs.gov) at: jinnie.lettke@fema.dhs.gov or fema-empp-executive-academy@fema.dhs.gov.

If you are not currently eligible for NEMEA (at least ten years' experience in an EM position), then you may be considered for the National Emergency Management Advanced Academy.

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