



## IMTA Training and Education Symposium Position-Specific Training

The partnership of the Texas Division of Emergency Management and the Incident Management Teams Association (IMTA), and FEMA's National Disaster & Emergency Management University's (NDEMU's) Emergency Management Institute (EMI) presents an opportunity for current and future Incident Management Team (IMT) members to participate in the 2025 IMTA Training and Education Symposium Training Program.

### Courses Offered – Length of Course:

- L0956 – Liaison Officer – 2 Days
- L0958 – Operations Section Chief – 4 Days
- L0962 – Planning Section Chief – 4 Days
- L0964 – Situation Unit Leader – 4 Days
- L0965 – Resource Unit Leader – 4 Days
- L0973 – Finance/Admin Section Chief – 3 Days

### Dates and Times:

- February 21–24, 2025.
- Hours will be 8 a.m.–6 p.m.
- 3- and 4-Day Courses start on Friday, February 21.
- 2-Day Course starts on Sunday, February 23.

Students must attend all sessions of their delivery.

**Class times are Central Standard Time (CST).**

### Location:

- [Dallas/Fort Worth Marriott Hotel & Golf Club at Champions Circle](#)  
3300 Championship Parkway  
Fort Worth, TX 76177

### Course Description, Goal, or Continuing Education Units (CEUs):

For course-specific information, please refer to the [National Preparedness Course Catalog](https://www.firstrespondertraining.gov/frts/npccatalog?catalog=EMI) (<https://www.firstrespondertraining.gov/frts/npccatalog?catalog=EMI>).

### Who Should Attend:

NIMS ICS Position-Specific training shall be completed by personnel who will be required to gain a certificate of training and the credentials to function in an ICS organization, such as an IMT, as a member of the Command or General Staff, or as a Unit Leader.

### Selection Criteria:

The prerequisites below will be verified on the student enrollment request by endorsement of the Authority Having Jurisdiction (AHJ), such as the State Training Officer (STO) or Course Manager.

### Prerequisites:

The required prerequisites to these courses are:

- IS0100: Introduction to the Incident Command System (ICS), ICS-100
- IS0200: Basic Incident Command System for Initial Response, ICS-200
- E/L/G0300: Intermediate Incident Command System for Expanding Incidents
- \*E/L/G 0400: Advanced Incident Command System for Complex Incidents, ICS-400
- IS0700: An Introduction to the National Incident Management System (NIMS)
- IS0800: National Response Framework (NRF), An Introduction  
\*=**NOT REQUIRED** for students in L0964 or L0965

# TRAINING OPPORTUNITY

Other recommended (not required) courses:

- E/L/G0191: Emergency Operations Center/Incident Command System Interface
- 305: Type 3 AHIMT Training Course (National Fire Academy)
- 337: Command and General Staff Functions for Local IMTs (National Fire Academy)

### Application Review:

Please review the **“Special Instructions”** at the end of this Training Opportunity.

### To Apply:

**Step 1:** Register on the [IMTA Registration Site](https://ahimta.org/event-5893007) (<https://ahimta.org/event-5893007>). You will then receive an email that will contain the *Student Coupon Code and Online Application Process Job Aid* that contains the course invitation code.

**Step 2:** Using the guidance in the *Student Coupon Code and Online Application Process Job Aid*, visit the National Emergency Training Center (NETC) [Online Admissions Application](https://training.fema.gov/netc_online_admissions) ([https://training.fema.gov/netc\\_online\\_admissions](https://training.fema.gov/netc_online_admissions)) to complete the course application. **Ensure you attach all of your prerequisite certificates or training transcript to your course application.**

### Attendance Requirements:

Students may not miss more than a total of 10% of the instruction and activities to receive a training certificate.

### Testing and Remediation Policy:

#### Course Exam (closed book):

- Anyone not meeting the 75% final exam for the course will be given one opportunity for remediation.
- Students will be given one opportunity to retake the exam after remediation and will again have up to 1 hour to complete the second exam. Remediation, re-testing, and grading must be completed within 1 hour of the end of the course.
- A second instance of a student not meeting the minimum exam requirement will result in the student having to register for a future delivery.

### Request for Accommodation:

If you require a reasonable accommodation (sign language interpreters, Braille, CART, etc.), please make the request no later than 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 (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 by email at [netcadmissions@fema.dhs.gov](mailto:netcadmissions@fema.dhs.gov).

### Special Instructions:

- Step 1 - IMTA Registration Deadline: January 24, 2025
- Step 2 - Student NETC Application Deadline: January 31, 2025
- \*\* Step 3 - Student Selection Notification Date: February 3, 2025

### Additional Important Student Notes:

- Student agency is responsible for all travel and per diem costs.
- There are no student stipends for this delivery.
- **\*\* Do not make travel arrangements or incur any cost for training until the TX STO has notified you of selection to the course.**

# TRAINING OPPORTUNITY