

EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

National Emergency Management (EM) Advanced (formerly Leaders) Academy Application Announcement for two cohorts in Fiscal Year 2016

Purpose: To announce the application window and process for two cohorts (35 each) to begin in Fiscal Year (FY) 2016.

Process: The application window will run from March 1 – May 31, 2015. Please do not apply until March; however, we suggest starting construction of your application packet early.

The formal selection board will convene in June 2015 and announce no later than July 1, 2015. The board will select two cohorts to begin in FY16. The board will assign both cohorts based on a whole community slate.

The Fall cohort will begin in November 2015 with E0451, then E0452 in April 2016, E0453 in October 2016, and E0454 in May 2017.

The Spring cohort will begin in March 2016 with E0451, then E0452 in August 2016, E0453 in December 2016, and E0454 in July 2017.

Travel Dates

Travel days are Sunday and Saturday for all resident courses. (*Pending FY16 program funding.*)

Course Length

Five full days of class. Monday through Friday, class is from 8:00 a.m. to 5:00 p.m. There are three 4-hour distance learning sessions after the first 3 resident courses.

Location

Emergency Management Institute (EMI)
Emmitsburg, MD 21727

EMI Advanced Academy Contact:

Todd Wheeler at 301-447-1101 and email
Todd.Wheeler@fema.dhs.gov

How to Apply: All interested personnel should first contact the Advanced Academy Program Manager, Todd Wheeler at Todd.Wheeler@fema.dhs.gov, who will provide additional instructions and all required application documents. This will assist you in ensuring a complete application packet.

Each application must include the following:

1. A letter from the applicant requesting admission to the program and specifying the applicant's qualifications and perceived expectations of the program.
2. A General Admission Application Form or FEMA Form 119-25-1 (*obtain from the program manager*). Item 9.a. on the form should state "EMI National EM Advanced Academy".
3. The Advanced Academy questionnaire (*obtain from the program manager*).
4. A letter of recommendation from the applicant's immediate supervisor indicating the organization's commitment to allow the applicant to complete the entire program (no required format).
5. The applicant's signed commitment statement (*obtain from the program manager*) indicating their commitment to complete the entire program to include the four resident courses at EMI, the Advanced Academy Research Project, and pre-course requirements.

Starting March 1, 2015, the completed application materials should be packaged and sent to:

National Emergency Training Center
Office of Admissions, Building I
ATTN: National Emergency Management Advanced
Academy - Emergency Management Institute
16825 S. Seton Ave.
Emmitsburg, MD 21727
FAX#: 301-447-1658
Email: netcadmissions@fema.dhs.gov

TRAINING OPPORTUNITY