AHIMTA Training and Education Symposium Position-Specific Training

The partnership of New Jersey's Office of Emergency Management, New Jersey's All-Hazards Incident Management Team (IMT), the All-Hazards Incident Management Teams Association (AHIMTA), and FEMA's Emergency Management Institute (EMI) presents an opportunity for current and future Incident Management Team (IMT) members to participate in the 2024 AHIMTA Training and Education Symposium Training Program.

Courses Offered – Length of Course:
- L0956 – Liaison Officer – 2 Days
- L0958 – Operations Section Chief – 3 Days
- L0960 – Division/Group Supervisor – 3 Days
- L0965 – Resource Unit Leader – 3 Days
- L0969 – Communications Unit Leader – 3 Days
- L0984 – Task Force/Strike Team Leader – 3 Days

Dates and Times:
- March 23–25, 2024
- Hours will be 8 a.m.–6 p.m.
- All courses will begin on Saturday, March 23, 2024

Students must attend all sessions of their delivery. **All class times are Eastern Time (ET).**

Location:
- Tropicana
  12831 Boardwalk
  Atlantic City, NJ 08401

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).

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 pre-requisites 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:
- IS-0100: Introduction to the Incident Command System (ICS), ICS-100
- IS-0200: 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
- IS-0700: An Introduction to the National Incident Management System (NIMS)
- IS-0800: National Response Framework (NRF), An Introduction
  Only required for students in L0956 or L0958

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 AHIMTA registration site (https://ahimta.org/event-5199412). 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, v*isit the National Emergency Training Center (NETC) Online Admissions Application (https://training.fema.gov/netc_online_admissions) to complete the course application. ***Ensure you attach 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.

Special Instructions:
Timeline:
- Step 1 - AHIMTA Registration Deadline: January 29, 2024
- Step 2 - Student NETC Application Deadline: February 29, 2024
- Step 3 - Student Selection Notification Date: March 6, 2024

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 until the NJ STO has notified you of selection to the course.

AHIMTA Registration Point of Contact:
For additional information regarding AHIMTA Education and Training programs or other issues, contact Morgan Burke, at (562) 261-0566 or by email at Morgan@ahimta.org.

NJ STO Point of Contact:
For additional information regarding the State Training Officer, contact Daniel Cunning, (609) 480-5118 or by email at Daniel.Cunning@njsp.gov.

EMI Point of Contact:
For additional information, contact the Course Manager, Kenny Cline, at (301) 447-1273 or by email at Kenneth.Cline@fema.dhs.gov.

TRAINING OPPORTUNITY