



L0110 National Emergency Management Basic Academy Train-the-Trainer

Course Dates:

August 12–16, 2024

Travel Dates:

August 11 and August 17, 2024
(For those not in the local commuting area)

Course Length:

This course is 5 days in length.

Location:

Delaware County Emergency Management
10 Court Street, Delaware, OH 43015

Course Description:

The L0110 Basic Academy Train-the-Trainer course consists of a 5-day learning experience intended to provide instructors with a standardized curriculum for all training programs, and to establish a career development training program for the Emergency Management profession.

The course consists of 2 days of discussion about course objectives, how to set up and facilitate the class, time management, and other general topics. The last 3 days consist of student teach-backs that describe activities and exercises to demonstrate students' grasp of the Basic Academy course subject matter.

All curriculum content of the Basic Academy is covered in the Train-the-Trainer course to support a training experience that combines knowledge of all fundamental systems, concepts, and practices of contemporary Emergency Management. The Academy provides shared experiences of adult learners and skillful instructors, resulting in a solid foundation upon which to become a qualified Basic Academy instructor.

Course Goal:

The goal of the Basic Academy Train-the-Trainer is to provide a sound and consistent basis for new instructors to learn to teach foundational concepts of emergency management and develop skills in planning, exercises, and public information and warning.

Prerequisites:

Participants of the course have met the following selection requirements:

- Minimum of 5 years of experience in Emergency Management.
- Three years of classroom training experience in adult learning.

Also, it is recommended to complete the following courses in the Basic Academy curriculum before taking this course as most of the host training managers require before instructing:

- E/L/K0101 Foundations of Emergency Management, to include the prerequisites for E/L/K0101 which are:
 - IS29: Public Information Officer Awareness
 - IS100: Introduction to the Incident Command System, ICS-100
 - IS120: An Introduction to Exercises
 - IS200: Basic Incident Command System for Initial Response, ICS-200
 - IS230: Fundamentals of Emergency Management
 - IS235: Emergency Planning
 - IS240: Leadership and Influence
 - IS241: Decision Making and Problem Solving
 - IS242: Effective Communication
 - IS244: Developing and Managing Volunteers

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- IS700: An Introduction to the National Incident Management System
- IS800: National Response Framework, An Introduction
- E/L/K0102: Science of Disaster
- E/L/K0103: Planning: Emergency Operations
- E/L/K0146: Homeland Security Exercise and Evaluation Program (HSEEP)
- E/L/K0105: Public Information Basic

Continuing Education Units (CEUs):

EMI awards 3.0 CEUs for completion of this course.

Target Audience:

This course is intended for those Emergency Managers and trainers from Federal, state, local, tribal, and territorial Emergency Management agencies who have extensive background in Emergency Management and experience in training adults.

- Minimum 5 years' experience in Emergency Management (recommended to be current practitioners)
- Proven and proficient capability to deliver and facilitate training (Professional resume/recommendation review)
- Demonstrated knowledge of the fundamental systems, concepts, and current practices in Emergency Management
- Resume detailing responsibilities, authority, and length of time in profession
- Effectiveness teaching Emergency Management to adults
- Documentation of at least 3 years' experience teaching Emergency Management to adults

To Apply:

State registration required

- Access the following link to view our catalog of upcoming courses: [Ohio EMA Training Catalog](#).
- After you find the course that interests you, click on the "Enroll" button.
- Log in to the Public Safety Training Campus (PSTC).

- If you do not have a PSTC account, access the following link to "Create a New User" account: [Public Safety Training Campus \(ohio.gov\)](#).
- After you log into the PSTC, Click on "Course Catalog" on the Menu on the left side of screen.
- When the "Keyword" box displays, Select "Grid" instead of "Card."
- Type in Keyword "110" and click on "Search."
- Find the course that you are interested in and "Click to Enroll."
- Log out and wait for your request to be processed by Ohio EMA staff.

Notice to Applicants for EMI Courses:

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number.

How do I obtain my FEMA SID number?

Step 1: To register, go to [FEMA Student Identification System](#).

Step 2: Click on the "Register for a FEMA SID" button on screen.

Step 3: Follow the instructions and provide the necessary information to create your account.

Application Review:

To be evaluated for admission into this course, block #16 on the application form **must be completed and attach the recommended prerequisites, resume, and commitment statement to the NETC online application.** Download the commitment statement [EMI | EMPP | NEMBA | E0110 Train the Trainer \(fema.gov\)](#)

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 course offering. 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).

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Last-minute requests will be accepted, but it may not be possible to fulfill the request.

Please send these requests to the course host, Lisa Jones, via email at ljones@dps.ohio.gov, along with a cc: copy to DHS/FEMA/EMI/National/Emergency Management Professional Program/National Emergency Management Basic Academy: FEMA-EMPP-Basic-Academy@fema.dhs.gov.

Lodging Information:

The course is in Delaware, Ohio, and there are options for lodging within proximity of the classroom. Feel free to search a “Maps” site for lodging information.

FEMA does not provide stipends to cover the cost of travel, lodging, or per diem.

Training Point of Contact:

Lisa Jones, DSC 2
Training Coordinator
(614) 799-3824
ljones@dps.ohio.gov

EMI Point of Contact:

For additional information, contact the Course Manager, Jeff Januchowski, at (301) 447-1383 or by email at jeffrey.januchowski@fema.dhs.gov or Richard Bashioum at (301) 447-1629 or by e-mail at richard.bashioum@fema.dhs.gov.



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