Prerequisites
Candidates must have at least five years’ experience in emergency management and three years’ experience facilitating adult learning. Completion of the E/L0101 Foundations of Emergency Management course is highly recommended. Below are additional requirements:

- IS-100 Introduction to the Incident Command System, ICS 100
- IS-230 Fundamentals of Emergency Management
- IS-700 National Incident Management System (NIMS), An Introduction
- IS-800 National Response Framework, An Introduction

Resume and transcripts of above courses.

Selection Process and Criteria
Application required, instructions located at: https://training.fema.gov/empp/e0110.aspx

Application Process
All EMI applications require an electronic approval from the head of your sponsoring organization. You will need the name, title, and email address of this person to submit the application when you go to this link: https://training.fema.gov/Apply/

Non-Federal applicants for EMI courses must use the appropriate State Training Officer (STO) as “Head of Organization”. STO contact information can be found here: https://www.firstrespondertraining.gov/frts/statecontacts

Emergency Management Institute
National Emergency Training Center
16825 South Seton Avenue
Emmitsburg, Maryland 21727

Websites:
https://training.fema.gov/empp
https://training.fema.gov/empp/basic.aspx

Email:
fema-empp-basic-academy@fema.dhs.gov

(Revised 8 Oct 2019)
The Federal Emergency Management Agency (FEMA) recognizes the need to develop an established set of emergency management competencies and to establish a career development program through a professional development system that includes the Basic Academy. The Emergency Management Institute (EMI) offers the opportunity to candidates who are experienced in emergency management and instructing emergency management to adults.

### Target Audience

This course is intended for individuals experienced in emergency management and instructing emergency management to adults.

### Selection Criteria

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 facilitating adult learning.

- Minimum five (5) years’ experience in emergency management (recommended to be current practitioners).
- Proven and proficient capability to deliver and facilitate training (EMI 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.

### Course Goal:

Upon completion of this course, students will possess the skills necessary to facilitate an offering of the Basic Academy courses.

### Key Topics

- Five Mission Areas and Core Capabilities
- Legal Issues and Implications
- Intergovernmental and Interagency Context
- Whole Community Concepts
- Preparedness, Planning, and Exercises
- Collaboration and Team Building
- Ethical Decision-making
- Managing Stress
- Science and Technology in Emergency Management
- Public Information and Emergency Communications
- Future of Emergency Management