



E0110 National Emergency Management Basic Academy Train-the-Trainer

Course Dates:

August 15–19, 2022

Travel Dates:

August 14 and August 20, 2022

(For those not in the local commuting area)

Course Length:

This course is 5 days in length.

Location:

Emergency Management Institute (EMI), National Emergency Training Center (NETC), Emmitsburg, Maryland

Course Description:

The Basic Academy Train-the-Trainer consists of 2 days of discussions 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 summarize portions of the Basic Academy course subject matter and describe activities and exercises with time for critique and questions.

All topics areas in the Basic Academy courses are covered in the Train-the-Trainer to support a training experience that combines knowledge of all fundamental systems, concepts, and practices of cutting-edge emergency management. The Academy provides shared classrooms of adult learners and skillful instructors resulting in a solid foundation upon which to build further studies and sound decisions.

Course Goal:

The purpose or goal of the Train-the-Trainer for the Basic Academy is to provide a sound and consistent basis for training instructors to teach foundational concepts of emergency management

and entry-level skills in planning, exercises, and public information and warning.

Prerequisites:

Participants of the course have met the following selection requirements:

- Five years of experience in Emergency Management
- Three years of classroom training experience in adult learning

Also, it is recommended to complete 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:
 - IS-29: Public Information Officer Awareness
 - IS-100: Introduction to the Incident Command System
 - IS-120: An Introduction to Exercises
 - IS-200: Basic Incident Command System for Initial Response
 - IS-230: Fundamentals of Emergency Management
 - IS-235: Emergency Planning
 - IS-240: Leadership and Influence
 - IS-241: Decision Making and Problem Solving
 - IS-242: Effective Communication
 - IS-244: Developing and Managing Volunteers
 - IS-700: An Introduction to the National Incident Management System
 - IS-800: National Response Framework, An Introduction
- E/L/K0102: Science of Disaster

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- E/L/K0103: Planning: Emergency Operations
- E/L/K0146: Homeland Security Exercise and Evaluation Program (HSEEP)
- E/L/K0105: Public Information Basic

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 of 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
- Documentation of at least 3 years of experience teaching emergency management to adults

To Apply:

Apply for this course at [National Emergency Training Center Online Admissions Application](https://training.fema.gov/netc_online_admissions/) (https://training.fema.gov/netc_online_admissions/).

Application Review:

To be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the Target Audience above and indicate how you meet the requirements based upon your position and experience.

Travel and Housing Information:

Please note - NETC Admissions will notify you of your acceptance into this course via email with an Acceptance Letter/Welcome Package.

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](https://cdp.dhs.gov/femasid)

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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.

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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