



Nevada Emergency Management Instructor Qualifications

The Nevada Department of Public Safety's Division of Emergency Management (DEM) training program is Emergency Management Accreditation Program (EMAP) accredited. This national recognition validates the program DEM has built. We continue to be the point of contact and focus for many first responders and preparedness partners looking to enhance their knowledge and capabilities.

The standards set for our instructors are paramount to our success, and DEM continues to ensure the instructors are qualified to deliver the many courses to the variety of disciplines included in our training program.

To become an instructor that will be used when DEM courses are made available, please complete the attached application form and return it to the State Training Officer (STO) – Jon Bakkedahl, or the Training Support Specialist Darlene Loff at the contact information below.

The STO will review the application submitted and make final determination on whether or not the criteria has been met for each course. Once this determination is completed, a copy of the application will be returned to the applicant with a letter of status. Those approved will be added to the DEM database for selection when a course becomes available.

When a course becomes available that does not already have an identified instructor, an email to qualified instructors will be distributed based on previous evaluations, geographical location to the class, etc. If interested in conducting the course, DEM asks that you respond within three (3) business days.

The STO will review the name(s) of those that respond and will choose the instructor(s).

A list of courses offered will be posted on the DEM website. Instructor contact information will not be placed on the website but will be distributed, upon request, to state and local agencies looking for instructors. If you wish to be an instructor for DEM sponsored classes only, please note that with your application submittal.

Materials (student and instructor manuals, sign in sheets) for courses can be provided to instructors electronically. It is the responsibility of the instructor to ensure the course evaluations are completed via [DEM Training Survey](#).

It is the instructor's responsibility to work with the training host to make sure all student manuals (if not delivering electronically) and sign in sheets are printed for the class.

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Darlene Loff
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Applicant Course: _____
Qualification Material included and adequate: Yes__ No__
Required Certificate Copies Included Yes__ No__
Approved to instruct this course: Yes__ No__

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SPECIAL/POSITION SPECIFIC

State Training Officer Signature: _____ **Date:** _____

The requirements listed below are required by the National Integration Center (NIC), and reflect a combination of FEMA and DEM qualifications to ensure that those persons that DEM uses for instruction are qualified to be delivering courses.

Each candidate must submit certificates and specific information on how they meet the criteria listed below. Packets must be grouped by course and labeled. One Set of Certificates is all that is necessary, and need not be submitted for each course the candidate is applying for.

ICS – 100 Introduction to the Incident Command System

Note: (# Instructors needed – 1 to 2) (6 hour course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700 and 800

*Lead instructor should have worked as an Incident Commander or General Staff position during a disaster.

ICS – 200 Incident Command Systems for Single Resources

Note: (# Instructors needed – 1 to 2) (1 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700 and 800

*Lead instructor should have worked as an Incident Commander or General Staff position during a disaster.

G – 120/130 Exercise Design and Evaluation (HSEEP) Course

Note: (# Instructors needed -2-3) (3.5 day course)

Note: Upon delivery of the course at least one NDEM/ MEP instructor must be onsite to ensure the NDEM standard is being maintained.

Instructors should have formal instructor training or at least three years of experience in offering trainings.

Successfully completed ICS-100, 120a, 200, 300, 400, 700, 800, and G-130

*Instructors used for this course will support NDEM instructors in the delivery. Instructors should have already completed this course in Nevada and should meet with a NDEM training officer/exercise officer to learn about the specific delivery of this course before they will be taken into consideration as an instructor.

G – 191 EOC/ICS Interface

Note: (# Instructors needed - 2) (1 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700, 701, 702, 703, 800, G-191 and G-775

Completion of ICS Train-the-Trainer (E-449) or state equivalent is preferred.

*Served in a leadership position at an EOC within the last five years.

G – 197 Emergency Planning and Special Needs Populations

Note: (# Instructors needed - 1) (2.5 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700, 800 and G-197

*Instructor has been involved in Functional Needs planning at the local level

Knowledge of the local area Nevada, its hazards and vulnerabilities, and its special needs populations. Instructor is familiar with Public Health's role along with other local response agencies in responding and planning for functional needs persons.

G – 202 Debris Management

Note: (# Instructors needed - 1) (3 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 632, 700, 800 and G-202

Please explain how you are familiar with current debris planning, removal and disposal activities

*Instructors should have disaster experience. Please elaborate on this experience and whether it was at the Federal, State, and/or local levels.

G – 235 Emergency Planning Course

Note: (# Instructors needed - 1) (2 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 235, 300, 400, 700, 800 and G-235

*Instructors must have experience with writing emergency operations plans, NIMS and should also be familiar with CPG-101

G – 250.7 Rapid Assessment Planning

Note: (# Instructors needed - 1) (1 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 250.7, 300, 400, 700, 800 and G-250.7

*Instructor has experience with collecting and reporting disaster intelligence immediately following an event, including procedures and forms needed to conduct a rapid assessment

*Instructor is familiar with developing procedures for collecting and organizing data, and then testing the procedures.

G – 270.4 Recovery from Disaster: The Local Government Role

Note: (# Instructors needed - 1) (1 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies

Successfully completed ICS-100, 200, 300, 400, 700, 800 and G-270.4

*Instructor has experience during and after a disaster in local emergency management.

*Instructor is familiar with federal, state and local disaster recovery operations.

G – 288 Donations Management Workshop

Note: (# Instructors needed - 1) (1 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700, 800, and G-288

G – 290 Public Information Officer (PIO)

Note: (# Instructors needed - 3) (2 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700, 702, 800, G-290, and E-388 Advanced PIO Class at

* Instructor should have completed all current PIO G-Series Courses (Basic PIO &, JIC),

*Instructor has experience in staging areas, media pools, and news briefings/conferences to illustrate what works and what doesn't work at the scene.

*Instructor has served at least a year as an agency PIO, served as a PIO in at least 2 actual incidents or served as a media representative.

ICS-300- Intermediate Incident Command System

Note: (# Instructors needed - 2) (18 hour course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700 and 800

Completion of ICS Train-the-Trainer (E-449) or state equivalent is preferred.

*Lead instructor served as Incident Commander, Command or General Staff in an incident that went beyond one operational period or required a written IAP and required multiagency coordination within the last five years.

G – 364 Multi-Hazard Emergency Planning for Schools

Note: (# Instructors needed - 1) (2 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies

Successfully completed ICS-100, 200, 300, 362, 400, 700 and 800

*Completion of L/E – 362 Train-the-Trainer

G – 386 Mass Fatalities Incident Course

Note: (# Instructors needed - 1) (2 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700, 702, 800, G-386

*Instructor should have a working knowledge of the medical examiner/coroner, funeral director and responder roles in a mass fatality incident.

G – 393 Mitigation for Emergency Managers

Note: (# Instructors needed - 2) (3 day course)

Note: Upon delivery of the course at least one NDEM instructor must be onsite to ensure the NDEM standard is being maintained.

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 393.a, 400, 700, 702, 800, G-393 and Nevada All- Hazards Mitigation Planning Workshop

*Instructor should have experience in Mitigation planning at the local level.

ICS-400- Advanced Incident Command System

Note: (# Instructors needed - 2) (14 hour course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700 and 800

Completion of ICS Train-the-Trainer (E-449) or state equivalent is preferred.

*Lead instructor served as Incident Commander or as a Section Chief during an incident that went beyond one operational period or required a written IAP and required multiagency coordination within the last five years.

ICS-402 Incident Command System (ICS) Overview for Executives / Senior Officials

Note: (# Instructors needed - 1) (2 hour course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 300, 400, 700, 800 and G-402

*Lead instructor should be familiar with ICS and emergency response policies as they relate to local and State Government.

G – 556 FEMA Local Damage Assessment

Note: (# Instructors needed - 1) (1 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies.

Successfully completed ICS-100, 200, 120a, 130, 300, 400, 556, 700, 800 and G-556

*Lead instructor should be familiar with ICS and damage assessment policies/procedures as they relate to local and State Government.

G – 775 Emergency Operations Center Operations (combined with G-191)

Note: (# Instructors needed - 2) (2 day course)

Instructors should have formal instructor training or at least three years of experience in delivering training using adult education techniques and methodologies

Successfully completed ICS-100, 200, 300, 400, 700, 800, G-191 and G-775

*Instructor is familiar with EOC activation and deactivation procedures, activation levels, multiagency coordination, the relationship between the EOC and the on-scene Incident Command System (ICS) structure as well as identifying staffing, information, systems and equipment needs at the EOC