

***Emergency Management Standard Training Course***  
**International Association of Emergency Managers Conference**  
**Calgary, Alberta**  
**June 4-5, 2019**

8:30am - 5:00pm (2-day training)

Pre-Registration Required: <https://goo.gl/forms/ejfGvBobhW1t75gc2>

(No on-site registration)<sup>1</sup>

DEADLINE FOR REGISTRATION: Wednesday, May 22, 2019

The *Emergency Management Standard* Training Course will provide emergency management and preparedness personnel with valuable information regarding the *Emergency Management Standard* and its application. At the end of the course, participants may choose to be certified as Accreditation Managers and/or Assessors. Serving as an EMAP Accreditation Manager and/or an EMAP Assessor is an excellent way to serve the public and the profession of emergency management while broadening one's knowledge of emergency management practices. The primary purpose of this training is to provide the necessary information, tools, and resources for personnel wishing to become an EMAP expert—whether to assist their Emergency Management Program achieve accreditation and/or become a member of the EMAP Assessor Cadre.

If interested in the training, please contact Lindsey Shafer, the EMAP Training Coordinator, at [lshafer@emap.org](mailto:lshafer@emap.org).

Specifically, they will be oriented to the following key topics:

- Obtain a basic understanding of EMAP including the steps involved in the EMAP accreditation process.
- Examine the 2016 *Emergency Management Standard* and explore the need and application of standards.
- Understanding the responsibilities and expectations of an Accreditation Manager and an Assessor.
- A brief tutorial on how to use the online EMAP Program Assessment Tool to document assessor findings.

This training will be instructor lead, focused on the current 2016 *Emergency Management Standard*. The two-day training will encourage open participation and discussion regarding the EMAP Standards and their application.

### **Accreditation Manager Benefits**

The training will provide Accreditation Managers with a variety of tools that could be used to prepare a jurisdiction for the EMAP Accreditation. These tools include standard specific materials and guides as well as networking opportunities with other accreditation managers.

### **Assessor Benefits**

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<sup>1</sup> For public sector employees only. There is not a registration fee for this course if subscribed to EMAP or interested in becoming an EMAP Assessor.

The training will provide assessors with an opportunity to learn about the EMAP Process, understand Assessor roles, responsibilities, and expectations, practice examining documentation for compliance, and practice writing findings. Those attending this training may be eligible to participate on assessor teams for state, higher education, territorial, and/or local program applicants. EMAP seeks to develop a cadre of highly qualified emergency managers to handle this function on a rotating basis. Please note that this is the first step to become a member of the Assessor Cadre. However simply attending the training course does not automatically make you a member.

Assessors must have the following qualifications, at a minimum:

- Five years of experience in an emergency management position in government emergency management.
- Experience in at least one actual emergency in which the emergency plan was implemented and participation in an activated emergency operation center requiring implementation of operational response procedures.
- Participated in at least one emergency operation, training or exercise event in the last calendar year.
- Be knowledgeable and up-to-date about the principles of comprehensive emergency management.
- Must abide by the EMAP Code of Conduct.
- Must be available for at least one assessment each year.
- Provide two references from emergency management professionals that address the applicant's area of expertise.
- Have no conflict of interest as regards to any aspect of EMAP that might prevent objective review and assessment of a candidate program.
- Must be able and willing to serve as a neutral observer.

### **Training Cost**

There is no cost for individuals interested in certifying as Assessors.

EMAP requires participants interested in certifying as Accreditation Managers, a requirement for Programs seeking the EMAP Accreditation, either purchase an EMAP Subscription or pay \$225/Accreditation Manager. The EMAP Subscription provides Programs with access to the full EMAP website and the Self-Assessment Tool. To purchase an EMAP Subscription, go to <http://www.emap.org/index.php/what-is-emap/store/subscribe-to-emap>.

Consultants interested in auditing the course are required to pay a \$300 training fee in advance of the training to EMAP directly. Consultants are not permitted to certify as Accreditation Managers or Assessors. Please contact Ms. Lindsey Shafer, the EMAP Training Coordinator, at [lshafer@emap.org](mailto:lshafer@emap.org) to arrange payment.