

ATTACHMENT A – INCIDENT COMMAND TRACK
Arizona Department of Emergency and Military Affairs
Adjunct Instructor Application

Applicant First Name:	Applicant Last Name:	Phone number:
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This attachment is to be completed for those interested in teaching, and have experience in the Incident Command System, the National Incident Management System, and/or Management of Emergency Operations Centers. Successful applicants will be able to instruct one or more of the following classes:

- G-300 – Intermediate Incident Command
- G-400 – Advanced Incident Command
- G-402 – Incident Command System for Executives
- G-191 – Incident Command System/Emergency Operations Center (ICS/EOC) Interface
- G-2300 – Intermediate Emergency Operations Center Functions
- Other Independent Study or classroom ICS, NIMS or EOC program as identified by DEMA/EM

In addition to the requirements found on Page 1 of the *Adjunct Instructor General Application*, in order to be considered for this track, applicants must provide:

Required Documents (submit in the following order):

This Cover Sheet – *Attachment A: Incident Command Track*

Biography describing your **background and experience in Incident Command**. Bio should include:

- Command or General Staff responsibilities **spanning the past 5 years** during incidents that went longer than one operational period, or involved written action plans and multiagency coordination: OR,
- EOC Section Chief responsibilities **spanning the past 5 years** during incidents that went longer than one operational period or involved written action plans and multiagency coordination.

Note: *Only those currently serving in emergency response/emergency services disciplines with Incident Command System responsibilities will be considered for instructor positions. Biography should include a “Statement of Currency” detailing how your responsibilities provide you with the opportunity to remain current in ICS.*

Recommendation from your employer, vouching for your participation in the above incident, and your overall experience in Incident Command or EOC operations.

Certificates of Completion for the following (at a minimum, must include G300, G400 and G191 certificates)

- G300 – Intermediate Incident Command (required for teaching any of the ICS programs)
 - Certificate dated May 2019 or later
 - Instructor Test (IT-300) in lieu of most current
- G400 – Advanced Incident Command (required for teaching G300, G400, G402)
 - Certificate dated May 2019 or later
 - Instructor Test (IT-400) in lieu of most current
- G191 – Incident Command System/Emergency Operations Center Interface (certificate dated May 2019 or later)
- E/L/G449 – Incident Command System Train-the-Trainer (if completed)
- G2300 – Intermediate Emergency Operations Center Functions (*required for teaching G2300*)

Additional Documentation Required

- Include an *Incident Action Plan* or other documentation (ICS Form 201) showing your position in the incidents or events (Command or General Staff).

OR

Incident Qualifications Card (Red Card) or Arizona Qualification System (Gold Card) PLUS Deployment records showing your position in the incidents or events (Command or General Staff)

DEMA/EM may provide train-the-trainer opportunities if applicant is otherwise qualified and eligible for this track.

Note: DEMA/EM Training Branch Manager shall reserve the right to be the final authority of any individual's qualification or abilities and may waive experience and qualifications as warranted.

Applications without proper documentation or endorsement will be discarded and not reconsidered.

Certificates must be issued by the Federal Emergency Management Agency/Emergency Management Institute, Center for Domestic Preparedness, Texas Engineer Extension Service, National Wildfire Coordinating Group, or the Arizona Department of Emergency and Military Affairs.