

**ATTACHMENT E – School Safety**  
Arizona Department of Emergency and Military Affairs  
Adjunct Instructor Application

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| Applicant First Name: | Applicant Last Name: | Phone number: |
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This attachment is to be completed for those who are interested in teaching, and have experience in Public Information and External Affairs. Successful applicants will be able to instruct the following FEMA courses.

- G-364 – Multi-Hazard Emergency Planning for Schools
- Other School Safety programs as identified by DEMA.

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

**Required Documents** (submit in this order, along with the *Adjunct Instructor General Application*).

**This Cover Sheet** – *Attachment E: School Safety*

**Biography** describing your **background and experience with School Safety Planning**. Bio should include:

School District

School Planning responsibilities **spanning the past 2 years**

**Note:** *Only those currently serving in, or working with the K-12 school system with response and preparedness responsibilities will be considered for adjunct instructor positions. All others may be used as secondary or unit instructors. Biography should include a "Statement of Currency" detailing how your responsibilities provide you with the opportunity to remain current as a school safety planner.*

**Recommendation from your school district or Arizona Dept of Education** vouching for your overall experience and role in school safety planning programs.

**Certificates of Completion** for the following:

IS-362 Multi-Hazard Emergency Planning for Schools – Independent Study Program

G-364 Multi-Hazard Emergency Planning for Schools (or FEMA equivalent – E-361)

L-362 Multi-Hazard Emergency Planning for Schools Train-the-Trainer

**Recommended Additional Documents or Coursework.**

Completion Certificates for:

Any supplemental School Preparedness or Planning programs

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

**Note:** DEMA Training Branch Manager, and the Arizona Department of Education shall reserve the right to be the final authority of any individual's qualification or abilities, and may waive any of the above if experience and qualifications warrant.

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.