



TRAINING ANNOUNCEMENT
Northeast Forest Fire Protection Commission (NFFPC)
Wildland Fire Academy
October 29-November 2, 2018 - South Portland, ME

Course/Date	Monday 29	Tuesday 30	Wednesday 31	Thursday 01	Friday 02
S-203, NWCG Introduction to Incident Information	1:00 pm-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-12:00 pm
S-354, NWCG Facilities Unit Leader		8:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	
L-964, NIMS ICS All-Hazards Situation Unit Leader	1:00 pm-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-12:00 pm
L-965 NIMS ICS All-Hazards Resource Unit Leader	1:00 pm-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	
L-975 NIMS ICS All-Hazards Finance/Administration Unit Leader		8:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	

LOCATION: Merry Manor Inn – Best Western, Portland Maine.
 700 Main Street
 South Portland, Maine 04106
 Phone: 207-774-6151
 Fax: 207-871-0537

SPONSOR: Northeastern Forest Fire Protection Commission

COURSE REGISTRAR & COORDINATOR: Eric Earle

COURSE FINANCES: Eric Earle

COURSE DESCRIPTION TRAINEE PREREQUISITES: See attached course descriptions.

TUITION: \$0 for Northeast Compact Members \$150 for Non Compact Members
Member agencies will be invoiced after the course.
All others need to make payment or payment arrangements prior to attending training
(see course registration table and info below).

REGISTRATION FEE: **

S-203	\$175.00 (lunch provided Oct/29,30,31 and Nov 01)
S-354	\$150.00 (lunch provided Oct/30,31 and Nov 01)
L-964	\$175.00 (lunch provided Oct/29,30,31 and Nov 01)
L-965	\$175.00 (lunch provided Oct/29,30,31 and Nov 01)
L-975	\$150.00 (lunch provided Oct/30,31 and Nov 01)

**** Registration fee includes breakfast, lunch and breaks.**

- Deadline for submitting the names of candidates will be October 1, 2018
- Individuals will be notified by October 5, 2018, as to course admittance
- **Send Training Nominations Form and Financial Form to:**

Eric Earle,
1 Mountainview Road
Massey Drive, NL A2H 7A7
email (preferred): earle@nffpc.org
Fax: 207-968-3782

ACCOMMODATIONS: A block of rooms is reserved at the Merry Manor Inn (207-774-6151) at a NFFPC rate of \$ 89.00 (USD) for a single or double room. Candidates are to make their own arrangements for rooms. Please state that you are with the Northeast Compact group. **Students need to make their own room reservations by October 10, 2018.**

CLASS SIZE: Minimums will depend on the training offered. Some courses may justify small attendance numbers because of the uniqueness of the program. If class enrollment is low, the Compact will advertise the courses nationally. The priority for seats will be given to NE Compact members if space becomes limited.

NOMINATION PROCESS: **Students must submit the attached NE Compact Nomination Form and attached NE Compact Financial Form. Successful students taking NWCG courses will receive a certificate at the end of the course**

COURSE DESCRIPTIONS:

S203 - INTRODUCTION TO INCIDENT INFORMATION

Course Description: The purpose of this course is to provide students with the skills and knowledge needed to serve as public information officers (PIOF). The course covers establishing and maintaining an incident information operation, communicating with internal and external audiences, working with the news media, handling special situations, and long-term planning and strategy. Students will demonstrate the skills and knowledge of a public information officer (PIOF) by successfully participating in a simulation and passing a written exam.

Target Group: Personnel desiring to be qualified as public information officer (PIOF).

Course Prerequisites: Satisfactory completion of pre-course work.

S-354, FACILITIES UNIT LEADER

Course Description: This course prepares students to perform the job of facilities unit leader (FACL) as outlined in the PMS 310-1, Wildland Fire Qualification System Guide and the position task book developed for the position. The instructional methods of the course include lecture with PowerPoint presentations, classroom exercises, and discussions. The lessons provide an introduction to operational leadership, mobilization, arrival at an incident, risk management, safety and tactics, demobilization, and post-incident responsibilities. At the successful completion of this course, students will describe roles and responsibilities, and demonstrate proficiency in the skills/knowledge required to perform the tasks of a Facilities Unit Leader.

Target Group: Personnel desiring to be qualified as facilities unit leader (FACL).

Course Prerequisites: ICS-300

L-964, NIMS ICS All-HAZARDS SITUATION UNIT LEADER

Course Description: This course helps attendees establish the essential core competencies required to perform the duties of the Situation Unit Leader (SITL) in an all-hazards incident. It addresses all responsibilities appropriate to a SITL operating in a State and local-level AHIMT, including processing information and intelligence and developing displays. The course is instructor-led training that supports learning through discussion, lecture, and active participation in multiple exercises. By requiring attendees to bring a SITL kit to the instruction, the course provides a realistic, hands-on approach to mastering the skills of a SITL.

Target Group: Local or State level emergency responders who may be designated as Situation Unit Leader on their local or state Incident Management Team. The materials were developed with the assumption that audience members may have little or no actual experience as a member of an AHIMT. NIMS ICS specific training should be completed by personnel who are regularly assigned to function, support, or unit leader positions on USFA or other Type III or IV AHIMT or by those persons who desire to seek credentials/certification in those positions.

Course Prerequisites: ICS 300: Intermediate Incident Command System for Expanding Incidents (E0300), Introduction to the Incident Command System, ICS 100 (IS0100.b), Incident Command System for Single Resources and Initial Action Incidents (IS0200.b), National Incident Management System, An Introduction (IS0700.a), National Response Framework, An Introduction (IS0800.c)

L-965, NIMS ICS All-HAZARDS RESOURCE UNIT LEADER

Course Description: This course provides an overview of Resources Unit Leader (RESL) responsibilities, the planning section, and the planning process to contextualize the resources unit for students unfamiliar with the planning process or ICS. It then explores specific RESL functions and responsibilities, including resource tracking systems, operational planning, and resource products/outputs. The status/check-in and demobilization functions are covered to provide students with the knowledge to perform those duties if necessary. Exercises, simulations, discussions, and a final exam enable students to process and apply their new knowledge.

Target Group: Local or State level emergency responders who may be designated as Resources Unit Leaders on their local or state Incident Management Team. The materials were developed with the assumption that audience members may have little or no actual experience as a member of an AHIMT. NIMS ICS specific training should be completed by personnel who are regularly assigned to function, support, or unit leader positions on USFA or other Type III or IV AHIMT or by those persons who desire to seek credentials/certification in those positions.

Course Prerequisites: ICS 300: Intermediate Incident Command System for Expanding Incidents (E0300), Introduction to the Incident Command System, ICS 100 (IS0100.b), Incident Command System for Single Resources and Initial Action Incidents (IS0200.b), National Incident Management System, An Introduction (IS0700.a), National Response Framework, An Introduction (IS0800.c)

L-975, NIMS ICS All-HAZARDS FINANCE/ADMINISTRATION UNIT LEADER

Course Description: The finance/administration unit leader course will help students establish the essential core competencies required for performing the duties of the finance/administration unit leader in an all-hazards incident. The course is designed to enable students to perform as any of the four finance/administration unit leaders (time unit leader, procurement unit leader, compensation and claims unit leader, cost unit leader). Students will learn information that is applicable across all four positions, such as unit set-up and management, information gathering, and interactions. Complex experiential exercises and discussions will afford students the opportunity to each act as unit leaders while connecting all information learned back to real-world application.

Target Group: Local or State level emergency responders who may be designated as Finance/Administration Unit Leaders on their local or state Incident Management Team. The materials were developed with the assumption that audience members may have little or no actual experience as a member of an AHIMT. NIMS ICS specific training should be completed by personnel who are regularly assigned to function, support, or unit leader positions on USFA or other Type III or IV AHIMT or by those persons who desire to seek credentials/certification in those positions.

Course Prerequisites: ICS 300: Intermediate Incident Command System for Expanding Incidents (E0300), Introduction to the Incident Command System, ICS 100 (IS0100.b), Incident Command System for Single Resources and Initial Action Incidents (IS0200.b), National Incident Management System, An Introduction (IS0700.a), National Response Framework, An Introduction (IS0800.c)