

Summary of ICS Training

ICS 100.a: Introduction to ICS

ICS-100 level training includes the following topics and objectives.

- Purpose of ICS: Identify requirements to use ICS, three purposes of ICS and common incident tasks.
- Basic Features of ICS: Describe the basic features of ICS.
- Incident Commander and Command Staff Functions: Describe the role and function of the Incident Commander and Command Staff.
- General Staff Functions: Describe the role and function of the Operations, Planning, Logistics and Finance/Administration sections.
- Facilities: Describe the six basic ICS facilities, identify facilities that may be located together, and identify facility map symbols.
- Common Responsibilities: Describe common mobilization responsibilities and common responsibilities at an incident, list individual accountability responsibilities, and describe common demobilization responsibilities.

ICS 200.a: Basic ICS for Single Resources and Initial Action Incident

ICS-200 level training includes the following topics and objectives.

- Leadership and Management: Describe chain of command and formal communication relationships, identify common leadership responsibilities, describe span of control and modular development and describe the use of position titles.
- Delegation of Authority and Management by Objectives: Describe scope of authority and the process by which authority is delegated. Management by objectives must be described and explained.
- Functional Areas and Positions: Identify the ICS tools to manage an incident, demonstrate the function of organizational positions within ICS and demonstrate the use of an ICS 201 form.
- Briefings: Give an Operational Briefing and describe components of field, staff and section briefings/meetings.
- Organizational Flexibility: Explain how the modular organization expands and contracts, complete a complexity analysis given a specific scenario, define the five types of incidents, and describe the importance of preparedness plans and agreements.
- Transfer of Command: List the essential elements of information involved in transfer of command and describe a transfer of command process.

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IS-700

An Introduction is a Web-based awareness level course that explains NIMS components, concepts and principles. Although it is designed to be taken online interactively, course materials may be downloaded and used in a group or classroom setting.

Who must take IS-700?

Executive Level – Political and government leaders, agency and organization administrators and department heads; personnel that fill ICS roles as Unified Commanders, Incident Commanders, Command Staff, General Staff in either Area Command or single incidents; senior level Multi-Agency Coordination System personnel; senior emergency managers; and Emergency Operations Center Command or General Staff.

Managerial Level – Agency and organization management between the executive level and first level supervision; personnel who fill ICS roles as Branch Directors, Division/Group Supervisors, Unit Leaders, technical specialists, strike team and task force leaders, single resource leaders and field supervisors; midlevel Multi-Agency Coordination System personnel; EOC Section Chiefs, Branch Directors, Unit Leaders; and other emergency management/response personnel who require a higher level of ICS/NIMS Training.

Responder Level – Emergency response providers and disaster workers, entry level to managerial level including Emergency Medical Service personnel; firefighters; medical personnel; police officers; public health personnel; public work/utility personnel; and other emergency management response personnel.

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L-180 Human Factors on the Fireline

Course Description

This training course is designed for unit-level supervisors to use when delivering orientation training to new crewmembers.

Presentation of the course involves a few short lecture segments, but the primary content is delivered by video and supported with small group exercises. Topics include: situation awareness, basic communication responsibilities, attitude and stress barriers, decision-making process, and teamwork principles.

Objective

- Students will demonstrate an understanding of their responsibilities to address human performance issues so they can integrate more effectively into crews/teams operating in highrisk, dynamic work environments.

IS-240 Leadership & Influence

Course Overview

Being able to lead others - to motivate them to commit their energies and expertise to achieving the shared mission and goals of the emergency management system - is a necessary and vital part of the job for every emergency manager, planner, and responder. This course is designed to improve your leadership and influence skills. It addresses:

- Leadership from within.
- How to facilitate change.
- How to build and rebuild trust.
- Using personal influence and political savvy.
- Fostering an environment for leadership development.

IS-241 Decision Making and Problem Solving

Course Overview

Being able to make decisions and solve problems effectively is a necessary and vital part of the job for every emergency manager, planner, and responder. This course is designed to improve your decision-making skills. It addresses:

- The decision-making process
- Decision-making styles
- Attributes of an effective decision maker
- Ethical decision making and problem solving

IS-242 Effective Communication

Course Overview

Being able to communicate effectively is a necessary and vital part of the job for every emergency manager, planner, and responder. This course is designed to improve your communication skills. It addresses:

- Basic communication skills
- How to communicate in an emergency
- How to identify community-specific communication issues
- Using technology as a communication tool
- Effective oral communication
- How to prepare an oral presentation

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L-280 Followership to Leadership

Course Description

This training course is designed as a self-assessment opportunity for individuals preparing to step into a leadership role. The course combines one day of classroom instruction followed by a second day in the field with students working through a series of problem solving events in small teams (Field Leadership Assessment Course). Topics include: leadership values and principles, transition challenges for new leaders, situational leadership, team cohesion factors, and ethical decision-making.

Objectives

- Students will demonstrate an understanding of fundamental leadership principles.
- Students will assess their individual traits and motivation for entering into a leadership role.

Target Group

Personnel desiring to be qualified as a single resource boss.

L-380 Fireline Leadership

Course Description

This is a leadership development training recommendation for unit supervisors. The design and delivery process used to meet this training recommendation will need to be determined by the agency. It can be part of an agency-provided curriculum or contracted from a vendor.

Minimum course length is 32 hours and the training should be designed to provide at least 50% of the delivery time as exercises and simulations. Low student to instructor ratios are necessary for successful exercise/simulation based training delivery. A dedicated cadre of at least three instructors is recommended for class sizes in the range of 20-25 students.

Selected course material should address these topics:

- Application of leadership styles
- Communicating vision and intent
- Team building
- Detecting operational error
- Managing stress

Objective

- The intent of this training recommendation is to provide unit supervisors with the tools to **build and maintain effective and cohesive crews/teams.**

Target Group

Personnel desiring to be qualified as a Strike Team Leader or Unit Leader.

L-381 Incident Leadership

Course Description

This is a leadership development training recommendation for incident response personnel who will function in fireline command roles. The design and delivery process used to meet this training recommendation will need to be determined by the agency. It can be part of an agency provided curriculum or contracted from a vendor.

Minimum course length is 32 hours and the training should be designed to provide at least 50% of the delivery time as exercises and simulations. Low student to instructor ratios are necessary for successful exercise/simulation based training delivery. A dedicated cadre of at least three instructors is recommended for class size in the range of 18-25 students.

Selected course materials should address these topic areas:

- Command presence/climate
- Leaders intent
- Command and control
- Rapid team building
- Communication techniques
- Detecting and mitigating error
- Operational tempo awareness

Objective

- The intent of this training recommendation is to provide future leaders of divisions, groups, and type 3 incidents with the leadership tools to effectively exert command and control over a quickly assembled team in a time constrained and rapidly changing incident environment.

Target Group

Personnel desiring to be qualified as Division/Group Supervisor (DIVS) or Incident Commander Type 3 (ICT3).

L-480 Incident Management Team (IMT) Leadership

Course Description

L-480 will provide future Incident Management Team leaders (Command and General Staff) with the leadership tools to provide strategic direction and influence others to achieve team goals. The course is designed to develop personal leadership skills and command presence in order to increase effectiveness in the dynamic incident management setting.

The National Advanced Fire & Resource Institute (NAFRI) is the custodian for the L-480 course package. However, the delivery process used to meet this training recommendation will need to be determined by the hosting agency. Specific course information can be obtained from NAFRI at (520) 799-8787.

Objectives

- Introduction of team roles on IMT's
- Demonstrate communications skills for leaders
- Understand command presence for a leader
- Understand situational awareness
- Understand leadership skills within a team environment
- Understand recognition and reward
- Learn mentorship and evaluation

Target Group

Current Unit Leaders and IC Type 3 personnel who desire to become qualified as Type 2 Command Staff, General Staff, and Incident Commanders.

S-341, GIS SPECIALIST FOR INCIDENT MANAGEMENT

Course Description

The GIS Specialist course is designed to meet the training needs of a Geographic Information Systems Specialist (GISS) to manage the information needs of all-hazard incidents managed with the Incident Command System (ICS). The course combines lecture, discussion, and group exercises. The use of Geographic Information Systems (GIS) is one of the most efficient methods for documenting, analyzing, and managing information regarding the location of facilities, conditions, and environments affected by wildland fire, storms, floods, earthquakes, and other incidents.

NOTE: This course is a wildland fire course for people already well-versed in GIS. It is not a course for people wanting to learn GIS

During the course students will:

- Describe the pre-season and pre-incident duties of the GIS Specialist and identify the equipment and data needs required for incident support.
- Describe the dispatch and mobilization process and the procedures for incident check-in.
- Demonstrate how to set up the GIS Specialist work area and organization to meet the needs of the incident management team.
- Describe the incident planning cycle and the associated timeframes and product deadlines critical to GIS Specialist incident support.
- Collect data, identify and use maps, orthoimagery, graphics, and other information to produce the required incident maps.
- Discuss some examples of the more complex data analysis and manipulation commonly requested of a GIS Specialist.
- Utilize the established file structure and naming conventions to store, archive, and document all GIS Specialist incident activities.

Objective

Upon completing the course, students will have the knowledge and skills to respond to fire and all-hazard incidents and perform the duties of a beginning GIS Specialist. This includes:

- Identify the basic supplies and data they will need on the incident.
- Create the basic maps required from the GIS Specialist on an incident within established timeframes.
- Establish and utilize a file structure, naming convention, and documentation to manage and archive incident data.

Target Group

Specialists and technicians actively using GIS in a land or resource management environment that are interested in utilizing those skills in all-hazard incident management. Candidates from all agencies involved in all-hazard incident management are encouraged to apply.

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