



TRAINING ANNOUNCEMENT
Northeast Forest Fire Protection Commission (NFFPC)
Wildland Fire Academy
October 24th - October 28th, 2022 - South Portland, ME

Course/Date	Monday 24	Tuesday 25	Wednesday 26	Thursday 27	Friday 28
O-305, Type 3 All-Hazard Incident Management Team (AHIMT)	9:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-5:00 pm	8:00 am-2:00 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

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.

REGISTRATION FEE: \$200.00 (lunch provided October 24th to 28th)

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

- Deadline for submitting the nomination forms will be **September 26, 2022.**
- Individuals will be notified by September 27, 2022, 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: 603-273-8477

ACCOMMODATIONS: A block of rooms is reserved at the Merry Manor Inn (207-774-6151) at a NFFPC rate of \$ 92.00 (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 5, 2022.**

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

COURSE DESCRIPTION:

O-305 – Type 3 All-Hazard Incident Management Team (AHIMT)

Course Description: This five-day course provides students with a solid foundation of the activities, processes, leadership elements, and the knowledge, skills, and abilities (KSAs) necessary to function within the framework of a Type 3 All-Hazard Incident Management Team (AHIMT) deployed to an incident or planned event. The course is considered fast-paced, highly interactive, and challenging as the students, formed into the Command and General Staff positions on an All-Hazards Incident Management Team, navigate through multiple activities and rapidly expanding incident scenarios. The course includes a comprehensive review of the roles and responsibilities of each of the Incident Command System (ICS) Command and General Staff positions, their roles as leaders of their sections or functional areas, leadership and teambuilding, and decision-making under stress. A significant portion of time is spent explaining the Planning Process, each step within the process, the roles, and responsibilities of each ICS position within the process, and the deliverables expected from them (based on their ICS position on the team) at the conclusion of each step. Multiple scenarios are used throughout the class to provide the students with opportunities to practice each step of the Planning Cycle, conduct the meetings and briefings, and produce multiple Incident Action Plans (IAPs).

Target Group: The target audience of this course is entry level participants who are new to an assignment on an AHIMT. Although the course is intended to be a basic introduction to AHIMTs, participants should have a foundational understanding of the Incident Command System.

Course Prerequisites: Students should have a working understanding of the ICS and the Command and General Staff positions that make up an All-Hazards Incident Management Team. Minimum student qualifications for O-305 include completion of:

- IS-100
- IS-200
- ICS-300