

TAB 1 – CANDIDATE INFORMATION

PRIVACY ACT INFORMATION

The information contained on this page is subject to the Privacy Act of 1974

Application for the National Emergency Management Advanced Academy

Instructions: Before completing this form packet, you must download it and save it to your PC (“Save As Other → Reduced Size PDF”). Name the file in this format: “LastnameFirstname.AA.FY21”. Complete the packet in its entirety, saving your progress periodically. Follow instructions carefully and do not add any attachments. Enter the Candidate’s Information below, and then type a cover letter in the space provided, requesting consideration for admission to the program and specifying your qualifications and expectations of the program.

Candidate’s Information

First and Last Name		Position/Title	
EM Credential(s)	Organization	Location (city & state)	
Email Address		Phone #	
Have you graduated from National EM Basic Academy?		Have you applied to NEMAA before?	

Cover Letter

TAB 2 – EMPP RESUME

Name _____

Use only the space provided to provide your most important and relevant experience, associations, education, training, and anything else you believe should be considered. Do not add attachments.

Emergency Management Experience

(Employed or Directly Connected (ex. volunteer) with Emergency Management (EM) Examples: Federal, State, Tribal, Local, Consortium EM Agencies, Public Health, Higher Education, School Systems, NGO, or Private Sector Business Continuity/EM)

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Boards, Commission, Associations

(Some examples of service and community commitment include volunteering for associations, non-profits, community organizations, boards, committees, and charitable organizations or community events, including Boy/Girl Scouts, Civil Air Patrol, Homeowner's Associations, etc.)

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Education

(Degree Awarded, Field of Study, Name of Institution, Years Attended)

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Training & Certifications

(Title of Course, Code-if applicable, Training Location, Date Attended/Completed)

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Other

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TAB 3 – COMMITMENT STATEMENT

Federal Emergency Management Agency Emergency Management Institute National Emergency Management Advanced Academy Commitment Statement

The National Emergency Management Advanced Academy (NEMAA) consists of four 5-day resident courses held over a period of one (1) fiscal year. All four (4) courses (E/L0451, E/L0452, E/L0453 and E/L0454) must be attended in sequence. The series also includes pre-course reading assignments and the completion of a NEMAA paper submitted prior to arrival for the 3rd class (0453).

By signing the last tab of this package, I commit to participate fully in the program's in-class four (4) courses over one (1) fiscal year. I commit to completing all pre-course reading assignments and to submitting the NEMAA paper prior to attending 0453.

The class schedule, which includes the following courses, is at the following website: <https://training.fema.gov/empp/advanced.aspx>

E/L0451 Advanced I – Application of Advanced Individual Concepts in EM

E/L0452 Advanced II – Assessment of Teams in Professional Emergency Management

E/L0453 Advanced III – Contemporary Issues in the Emergency Management Organization

E/L0454 Advanced IV – Advanced Concepts and Policy in EM Profession

I,

(Name)

understand and agree to the requirements of completing
all activities of the **National Emergency Management Advanced Academy**.

**You and your supervisor will endorse this Commitment Statement at Tab 5. Please do not add a signature field to this tab. To sign Tab 5, click once in the signature field, then either select your ID, or create a new one by clicking "Configure a new Digital ID" then "Create a New Digital ID".*

TAB 4 – QUESTIONNAIRE

Federal Emergency Management Agency Emergency Management Professional Program

Name (Last, First): _____

*Your answers will be reviewed by the selection committee to determine the most qualified candidates.
Use only the space provided for each question. Do not add attachments.*

1. What led you to apply to this Academy?

(Max 2000 characters; about 350 words) Current word count:

2. What do you know about our program and how does it align with your goals?

(Max 2000 characters; about 350 words) Current word count:

3. If selected, how will you use what you learn to serve your community and the profession?

(Max 1700 characters; about 300 words) Current word count:

4. How will your professional and leadership experience help you contribute to the Academy?

(Max 1700 characters; about 300 words) Current word count:

5. Describe your most challenging issue and how it affects reaching your organization's goals.

(Max 1700 characters; about 300 words) Current word count:

TAB 5 – ENDORSEMENT AND SIGNATURES

Supervisor: The selection panel finds candid recommendations helpful in choosing from among highly qualified candidates. Please use the space provided to help us get a better understanding of this candidate.

Recommendation Letter

Signatures

My signature below acknowledges that I am applying to the National Emergency Management Advanced Academy and that I am committed to completing the program requirements as defined in the commitment statement. I understand that my attendance is subject to selection by the approving authority. I agree to submit to inquiries for additional information, and I understand that any false statement or misrepresentation made in the course of these proceedings may result in the revocation of this application. I give permission for verification of information contained herein.

Candidate's Signature:

My signature below acknowledges that I fully support and endorse this candidate's application to the National Emergency Management Advanced Academy. I understand the attendance requirements and agree to release the candidate from work to attend and fully participate as defined in the commitment statement.

Supervisor's Signature: