

ATTACHMENT T – COMMUNICATIONS TRACK
Arizona Department of Emergency and Military Affairs
Adjunct Instructor Application

Applicant First Name:	Applicant Last Name:	Phone number:
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This attachment is to be completed for those interested in teaching, and have experience in Communications programs offered through FEMA and the Office of Emergency Communications. Successful applicants will be able to instruct one or more of the following classes:

- L-969 – Communications Unit Leader (COML)
- Communications Technician (COMT)
- Auxiliary Communications (AUXCOM)
- Other Communications programs as identified by DEMA

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

Required Documents (submit in the following order):

This Cover Sheet – *Attachment T: Communications Track*

Biography describing your **background and experience as a Communications Unit Leader or Technician**. Bio should include:

- Communications Unit Leader or Technician responsibilities **spanning the past 5 years** during incidents that went longer than one operational period, or involved written action plans and multiagency coordination.

Note: *Only those currently serving in emergency response/emergency services disciplines with Incident Command System responsibilities will be considered for adjunct instructor positions. All others may be used as secondary or unit instructors at DEMA's discretion. Biography should include a "Statement of Currency" detailing how your responsibilities provide you with the opportunity to remain current in the emergency communications field.*

Recommendation from your employer, vouching for your participation in the above incident, and your overall experience in Incident Command or EOC operations.

Certificates of Completion and documents to instruct COML:

- G-300 – Intermediate Incident Command
- G-400 – Advanced Incident Command
- L-969 – Communications Unit Leader
- COML Train-the-Trainer course
- A signed copy of the verification page of the COML task book is required to instruct the class

Certificates of Completion and documents to instruct COMT:

- G-300 – Intermediate Incident Command
- G-400 – Advanced Incident Command
- COMT – Communications Technician
- COMT Train-the-Trainer course
- A signed copy of the verification page of the COMT task book is required to instruct the class

Certificates of Completion and documents to instruct AUXCOM:

- AUXCOM – Auxiliary Communications course

Additional Documentation Required

- Include an *Incident Action Plan* or other documentation (ICS Form 201) showing your communications position in the incident or event.

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

Note: DEMA Training Branch Manager shall reserve the right to be the final authority of any individual's qualification or abilities, and may waive experience and qualifications as warranted.

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, Office of Emergency Communications, or the Arizona Department of Emergency and Military Affairs.