

# NCBRT Instructor Application

## Community Healthcare Planning and Response to Disasters

**Important things to remember:**

- This is a competitive process. Complete each answer thoroughly. "See Resume" or "See Previous Answer" are not acceptable.
- You must submit the application to [apply@ncbrt.lsu.edu](mailto:apply@ncbrt.lsu.edu).

### APPLICANT INFORMATION

Name: \_\_\_\_\_

#### **Area of Expertise**

For which component of the instructional team should you be considered for inclusion? **Only select ONE:**

- Healthcare (Hospital-based physician or nurse, hospital safety officer, medical emergency manager)
- Public Safety (Law Enforcement, Fire Service, EMS)
- Public Health (Director, Assistant Director, member of public health preparedness and response division)
- Emergency Management (local emergency manager)

Years of experience in selected field: \_\_\_\_\_

- My current résumé, written in chronological order, is attached, beginning with most recent experience. (Note: Your résumé will be used to verify your professional certifications and experience.)

In detail, justify your selection and provide a detailed description of your current and/or primary roles and responsibilities. (Must also be evident in attached resume.)

## INSTRUCTOR QUALIFICATIONS

We prefer instructors for this course have the following qualifications; however, lack of a preferred qualification will not disqualify an applicant.

### **Professional Credentials or Memberships**

List any professional credential(s) you hold and/or membership in a professional organization related to your primary discipline/background indicated above. Examples of relevant credentials include, but are not limited to licensed/certified/nationally registered EMT or paramedic, Certified Emergency Manager, Certified Emergency Nurse, Certified Public Manager, Certified in Public Health, or Registered Environmental Health Specialist.

### **ICS Courses**

Check box if applicable. Attach course certificate or an official transcript or indicate if the certificate is on file at NCBRT.

- |  |                                |  |
|--|--------------------------------|--|
| <input type="checkbox"/> IS 300: <i>Intermediate ICS for expanding Incidents</i> | <input type="radio"/> Attached | <input type="radio"/> On file at NCBRT |
| <input type="checkbox"/> IS 400: <i>Advanced ICS</i>                             | <input type="radio"/> Attached | <input type="radio"/> On file at NCBRT |

## PROFESSIONAL EXPERIENCE

Please answer the questions below. These questions align directly with the core learning objectives of this course. Be specific and provide as much information as possible. Answers to these questions are heavily considered by the course selection panel.

1. Describe your experience planning for or responding to mass casualty incidents or other disasters in your community. What were your roles and/or responsibilities? Provide specific examples.

2. Describe your experience with disaster recovery. This may include developing recovery plans or recovering from a mass casualty incident or disaster in your community.

3. Describe your experience with threat and vulnerability assessments. Describe involvement by providing specific examples of related experience.

4. Do you have experience/general knowledge of the federal laws and regulations related to disaster declarations and emergency response? Provide examples of related experience.

5. Describe your experience/participation in the incident command system during a response/recovery or in a community health planning activity. Please include your specific roles and responsibilities within the incident command system during such a response.

6. Explain what community healthcare means to you? How would you explain this to a community?



9. If you were an instructor for this course, what valuable piece of information would you hope that participants remember years after they take this class? Please refer to the CDD for target audience and learning objectives.
10. Describe your experience planning, developing, and/or facilitating scenario-based tabletop exercises. Offer examples of the challenges participants encountered and the facilitation techniques you used to work through those issues.
11. Describe any additional experience you have that is applicable to this course. Cite specific examples.

**NEW HIRES ONLY**

Only applicants who are **not currently employed by NCBRT** must complete the following section.

**How did you hear about this opportunity?**

- List Serve
- Website (please list): \_\_\_\_\_
- Recommended by a colleague/friend  
Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_
- Other (please list): \_\_\_\_\_

**References**

Reference Name	Title and Organization	Email Address	Phone Number

**Required Qualifications**

In order to instruct for NCBRT, applicants must meet the following qualifications. All indicated qualifications should be apparent in your resume. Copies of IS course certificates or an official FEMA transcript must be attached to your application.

- Seven or more years of professional experience in your area of expertise as indicated above
- Three or more years of experience teaching adult learners. Applicants may be asked to submit a video demonstrating instruction in a classroom setting.
- Completion of the following IS courses (Submit certificates or official FEMA transcript with application.):
  - IS 100: *Introduction to Incident Command System*
  - IS 200: *ICS for Single Resources and Initial Accident Incidents*
  - IS 700: *National Incident Management System (NIMS)*
  - IS 800: *National Response Framework, An Introduction*

**Experience**

12. Describe your experience training adult learners. (Provide relevant examples.)

13. Please describe the biggest challenge you've run into in a training environment and how you resolved it.

### **CERTIFICATION OF COMMITMENT**

What is your availability to teach for NCBRT per quarter? Please indicate the number of four-day assignments you can accept in a quarter: \_\_\_\_\_

By submitting this application, and if employed by Louisiana State University (LSU), I agree to abide by the policies of LSU and NCBRT, including the NCBRT Instructor Code of Conduct.

E-Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
MM/DD/YYYY

### **APPLICATION DEADLINE**

This application, a current resume, and any training certificates must be submitted to [apply@ncbrt.lsu.edu](mailto:apply@ncbrt.lsu.edu).

Contact Charles Phillips at [cphillips@ncbrt.lsu.edu](mailto:cphillips@ncbrt.lsu.edu) or 225-578-4087 with questions.