



## Iowa Certified Emergency Manager Documentation Evaluation Form **IACEM Advanced**

	<b>IACEM</b>	<b>Criteria Met? (Y/N, notes)</b>
<b>Fees:</b>	\$100	Payment required by Awards Committee
<b>Years of Service Requirement</b>	<b>Served a minimum of 5 years in a qualified position.</b> (Must provide signed letter from EMC Chair, Auditor or Human Resources. A combination of sources may be used as needed)	
<b>Existing Certification Level Required</b>	<b>IACEM</b> (Must upload a copy of the existing certification.)	
<b>EMPD Requirement</b>	N/A, covered in IACEM	N/A
<b>Individual Requirements (Must complete all and provide proof of*)</b>	<ol style="list-style-type: none"> <li><b>1. Documented whole community planning initiative</b> (care facility, school, faith based, etc.) (Applicant must provide a copy of the planning initiative. This is not the county comprehensive emergency plan.)</li> <li><b>2. Develop or sustain SOPs/SOGs</b> (Applicant must provide a copy of the SOP or SOG developed or sustained.)</li> <li><b>3. Development/maintenance of an Agency strategic plan 5 or 10 year.</b> (Applicant must provide a copy of the strategic plan.)</li> <li><b>4. Development/maintenance of a planning, training and exercise plan</b> (Applicant must provide a copy of the plan.) <b>Completion of the FEMA Advanced Professional Series (APS). HSEEP shall be required.</b> (Applicant must provide a copy of the APS certificate.)</li> <li><b>5. Iowa HSEMD exercise requirements plus documented participation in an exercise as either a facilitator, controller, evaluator, design team member (TTX and higher). Activity must have a formal AAR and IP</b> (Applicant must provide proof of situation</li> </ol>	

	<p>manual and participation in the exercise. IE: Sign in sheet.)</p> <p><b>6. Participation in a community engagement/outreach activity.</b> (Applicant must provide proof of engagement for any outreach activity. IE: Picture, presentation, thank you letter, or email for presenting or engaging.)</p> <p><b>7. Documented participation in a local incident.</b> (Applicant must provide some proof of participation in a local incident or event. IE: Sign-in sheets, planning documents.)</p>	
<b>Required Planning Electives</b>	<p><b>Two Required</b></p> <ol style="list-style-type: none"> <li>1. Participation in a LEPC</li> <li>2. Participation in a Healthcare Coalition</li> <li>3. Complete or sustain a Community Storm Ready Program (3-year certification)</li> <li>4. Completion of a published essay</li> <li>5. Participation in a special project/advancement in the field</li> <li>6. Utilize and sustain a social media platform</li> <li>7. Development of an EM software tool</li> <li>8. Serve as a project manager for the development of an educational product (EM-related topic)</li> <li>9. Development/enhancement of a specialty team</li> <li>10. Develop/enhancement of a CERT/Citizens Corps team'</li> <li>11. Development/enhancement/active participant in a VOAD, COAD or LTRC</li> </ol>	
<b>Required Training Electives</b>	<p><b>Two Required</b></p> <ol style="list-style-type: none"> <li>1. Business/leadership/management training for a certificate</li> <li>2. Completion of instructional skills course</li> </ol>	

	<ol style="list-style-type: none"> <li>3. Skills-based training for a certificate (must be unique skill for each level, must include justification, not accepted at Executive level.</li> <li>4. Serve as an instructor</li> <li>5. Completion of a college course (pass/fail credit?) pertinent to the profession</li> <li>6. Completion of a college degree pertinent to the profession (Associates or Bachelors)</li> <li>7. Completion of training related to other disciplines associated with EM (with justification)</li> <li>8. Certificate for a suite of attended courses with a specific-focus and progressive learning approach (cyber, infrastructure, terrorism, leadership, management, WMD, etc.)</li> <li>9. Completion of the Naval Post-graduate Executive Leaders Program</li> <li>10. Completion of a FEMA master course, applied experience</li> <li>11. Completion of the FEMA Integrated Emergency Management Course</li> <li>12. Completion of an Advanced degree (Naval Post-graduate Degree, Public Administration, Community Planning, etc.)</li> <li>13. Locally approved training</li> </ol>	
<b>Professional Contribution Electives</b>	<p><b>Two Required</b></p> <ol style="list-style-type: none"> <li>1. Participation in a mentor program</li> <li>2. Participation in program specific speaking engagements for professionals</li> <li>3. Receive an award/ recognition in the field of emergency management</li> <li>4. Participation in a special assignment/specialty team member</li> <li>5. Collaborate with legislature on matters related to emergency management</li> <li>6. Serve on an IEMA Committee or project working group</li> <li>7. Serve at the district or state level on a board as an active member</li> <li>8. Participation in research/publication in peer-reviewed journal</li> <li>9. Participation in national or international speaking engagements</li> <li>10. Serve as an adjunct faculty at a college/university instructing an EM course</li> <li>11. Write or revise a local ordinance (each ordinance gets credit once)</li> </ol>	N/A

	<ul style="list-style-type: none"><li>12. Participation in an EMAC deployment/Specialty team deployment in a leadership role</li><li>13. Manage a major project (new building, mitigation, communications, etc.)</li></ul>	
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