

Fact Sheet

TRAINING GUIDELINES: INCIDENT COMMAND SYSTEM INSTRUCTORS

The NIMS Integration Center is responsible for facilitating the development of national guidelines for incident management training and exercises at all jurisdictional levels, while individual agencies and organizations are responsible for establishing and certifying instructors. The NIMS Center is providing the following guidelines for ICS instructors and those agencies and organizations with ICS training programs.

INSTRUCTOR LEVELS

- Lead Instructors
- Unit Instructors
- Adjunct Instructors

ICS-100 INSTRUCTORS

- Two instructors recommended to teach ICS-100 classes;
- Lead and Unit Instructors should have successfully completed ICS-100, ICS-200 and IS-700 NIMS, An Introduction; and
- Lead Instructor should have training and experience in adult education and have served as Incident Commander or in a command staff or general staff position.

ICS-200 INSTRUCTORS

- Two instructors recommended to teach ICS-200 classes;
- Lead Instructor should have successfully completed ICS-300;
- Unit Instructors should have successfully completed ICS-200; and
- Lead Instructor should have training and experience in adult education and have served as Incident Commander or in a command staff or general staff position.

ICS-300 INSTRUCTORS

- At least two instructors recommended to conduct ICS-300 classes;
- Lead Instructor should have successfully completed ICS-400;
- Unit Instructors should have successfully completed ICS-300;
- Lead instructor should have served as served as Incident Commander or in a command staff or general staff position in an incident that went beyond one operational period or required a written Incident Action Plan (IAP); and
- Unit instructors should have served as served as Incident Commander or in a command staff or general staff position; or, have specialized knowledge and experience appropriate for the audience, such as public health or public works.

ICS-400 INSTRUCTORS

- At least two instructors recommended to conduct ICS-400 classes;
- Instructors should have successfully completed ICS-400 and IS-800 National Response Plan, An Introduction;
- Lead Instructor should have served as Incident Commander or in a command staff or general staff position in an incident that required multi-agency coordination and went beyond one operational period or required a written IAP;
- Unit Instructors must have served as Incident Commander or in a command staff or general staff position in an incident that went beyond one operational period or required a written IAP; or, have specialized knowledge and experience for the audience, such as public health or public works.

ADULT EDUCATION RECOMMENDATIONS FOR ICS-300 AND ICS-400 LEAD AND UNIT INSTRUCTORS

- Formal instructor training such as college courses, National Wildfire Coordinating Group Facilitative Instructor M-410 course, Emergency Management Institute Master Trainer Program, National Fire Academy Instructional Methodology class, or DHS Office of Grants and Training's Instructor Training Certification Course, or equivalent.

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