

Location: NJSP AHIMT- classroom

45 Fernwood Ave, Edison, NJ 08837



Dates: September 30th to October 2nd, 2024
(3 Days)

Time: 8:00 AM – 4:00 PM

Course Length: Three (3) days. A student must attend all days to receive credit for the course.

NIMS ICS All-Hazards Finance/Administration Section Chief Course Overview:

The goal of this professional development course, E/L0973 Finance/Administration Section Chief, is to provide Federal, State, and local-level emergency responders with an overview of key duties and responsibilities of a Finance/Administration Section Chief in a Type III All-Hazards Incident Manage

Course Objectives:

By the end of this course, students will be able to demonstrate, through activities and a final exam, an understanding of the duties, responsibility, and capabilities of an effective Operations Section Chief on an AHIMT.

- Explain the information collection and distribution methods of an effective Finance/Administration Section Chief.
- Explain the roles and responsibilities of a Finance/Administration Section Chief as they apply to planning, supervision, and coordination.
- Identify key strategies for interacting with personnel internal and external to the Incident Management Team.
- Explain the Finance/Administration Section Chief's responsibilities in relation to development, review, and implementation of the Demobilization Plan.

Prerequisites:

The following courses are mandatory prerequisites to this course and must be included with your application. You will NOT be registered without proper required documents.

- IS-0100: An Introduction to the Incident Command System
- IS-0200: Basic Incident Command System for Initial Response
- E/L/G0300: Intermediate Incident Command System for Expanding Incidents
- E/L/G0400: Advanced Incident Command System for Command and General State Complex Incidents
- IS-0700: An Introduction to the National Incident Management System (NIMS)
- IS-0800: National Response Framework (NRF), An Introduction

Other recommended (not required) courses:

- E/G/L0191, Emergency Operations Center/Incident Command System Interface
- O305, Type 3 AHIMT Training Course (US Fire Administration)
- O337, Command & General Staff Functions for Local Incident Management Team (US Fire Administration)

Selection Criteria:

NIMS ICS Position Specific training shall be completed by personnel who will be required to gain a certificate of training and the credentials to function in an ICS Organization, such as an IMT, as a member of the Command, General Staff or as a Unit Leader. These criteria will be verified on the student enrollment request by endorsement of the Authority Having Jurisdiction (AHJ) such as the State/Tribal Training Officer or the course manager. Class size is limited to 30 students.

Target Audience:

The intended audience(s) are local- or State-level emergency responders who may be designated as Finance/Administration Section Chiefs on their local or State Incident Management Team.

Lodging Information:

- Lodging will not be provided.

Registration Information

Please register by filling out the [NJOEM Training Registration \(arcgis.com\)](http://NJOEM Training Registration (arcgis.com)). Upload any required prerequisite(s). **Please scan all prerequisites as ONE PDF file, not multiple files.** Emailed PDF or incomplete applications will not be accepted. You will receive a “Welcome Email” one week prior to the class start date. **Applications must be received by September 20th, 2024 for consideration to attend.**

**For questions or concerns, please contact the NJOEM Training & Exercise Unit at
FieldTrainingUnit@njsp.gov**