TRAINING ANNOUNCEMENT

Auxiliary Communications (AUXCOMM) Train-the-trainer

November 15, 2022 to November 16, 2022

State Preparedness Training Center

Course Description

This service offering helps states/territories create a self-sustaining AUXCOMM/AUXC training program by providing instructor training to individuals who have completed the CISA AUXCOMM/AUXC course, the COML Course, the COML Position Task Book (PTB) and the AUXCOMM/AUXC PTB, and have held a current valid General Class FCC (or higher) amateur radio operator license for at least the past three (3) years. This course helps attendees develop essential core competencies required for teaching the AUXCOMM/AUXC course within their own state. This course supports learning through discussion, lecture, participation in multiple activities and students teaching portions of the approved basic curriculum. This methodology provides a realistic, hand-on approach to mastering the skills of instructing the AUXCOMM/AUXC course.

The AUXCOMM TtT/AUXC TtT course should be completed by personnel with a volunteer communicator affiliation with a public safety agency and are interested in teaching the AUXCOMM/AUXC course. Through experience and training, participants must demonstrate a working knowledge of ICS and duties associated with the various Communications Unit positions. Student must already be experienced in delivering adult education.
Course Capacity

• In person: Minimum of 8 or a Maximum of 10 vetted/qualified students

Prerequisites for Attendance

(Prerequisites must be verified two (2) weeks in advance of the course.)

• Personal experience:
  o Experience in auxiliary communications
  o An affiliation with a public safety agency
  o A desire to work with COMLs and Auxiliary Communicators in a NIMS ICS environment

• Completed formal adult education through one of the following fields:
  o National Fire Academy’s Educational Methodology Course
  o National Wildfire Coordinating Groups Facilitative Instructor (M-410) Course
  o Center for Domestic Preparedness Instructor Training Certification Course
  o Equivalents (i.e. FEMA E/L0141, Instructional Presentation and Evaluation Skills, Total Army Instructor Training Course; Small Group Instructor Training Course; G265 Basic Instructional Skills Course, etc.)
  o State Certified Level II or higher Fire, Rescue, and/or EMS Instruction (10341)
  o State Certified Teaching Certificate
  o Advanced degree in education, educational psychology, technical education, or related program

• Completion of the following online courses from the FEMA/EMI website:
  o IS-100: Introduction to the Incident Command System, ICS 100
  o IS-200: Basic Incident Command System for Initial Response
  o IS-700: An Introduction to the National Incident Management System
  o IS-800: National Response Framework, An Introduction

• Completion of the following most current in-person classroom instruction:
  o ICS-300: Intermediate Incident Command System for Expanding Incidents, is required
  o ICS-400: Advanced Incident Command System for Complex Incidents, is required

• Documentation
  o Official, signed copy of an active FCC amateur radio license, General Class or higher, valid for at least the past three (3) years
  o CISA AUXCOMM/AUXC course completion certificate
  o FEMA EMI COML course completion certificate from the three or four-day COML course
  o Signature page from the COML PTB and the AUXCOMM/AUXC PTB dated within three (3) years of initiating the PTB
  o SWIC and STO endorsements as a future AUXCOMM/AUXC instructor in the state of residence
Course Provider

This course will be taught by a team of CISA-ECD Instructors, and NY State COMU Instructors from the DHSES-OIEC, who have both practitioner and COMU experience.

Location

State Preparedness Training Center (SPTC)
5900 Airport Road, Oriskany, NY 13424

Cost

There is NO FEE for this course. Lunch will be provided. Travel and all other meals are the responsibility of the course participant.

Date & Times

November 15, 2022; Registration and Check-In: 7:30 AM – 8:00 AM

November 15, 2022 – November 16, 2022; Course: 8:00 AM – 5:00 PM

Registration Process

All student registrations will be reviewed by DHSES-OIEC and the SPTC with approvals sent to students NO LATER THAN 2 weeks prior to the start of the class. Registration does not guarantee a seat in the class. If you are not accepted into this course, you will receive a confirmation email from DHSES-OIEC.

To register for this course, access the New York State Learning Management System (LMS) portal on-line:


If you do not have a “User Account”, you may need to create one to register for the course.

No Show Policy

Failure to attend a class you have registered for can result on future course attendance and agency notification. If you have not received a confirmation or denial two (2) weeks prior to the course date, please contact DHSES-OIEC at (518) 281-6788, or mark.balistreti@dhses.ny.gov.
Lodging

Lodging will be provided on the nights of November 14th, and 15th, for public sector personnel.

You are eligible for lodging if your residence and official work location are more than 50 miles from the SPTC and you are public sector personnel. Lodging is not available for Federal Employees or private industry participants. You must be enrolled in the course and have received lodging confirmation from the SPTC before arriving at the Center, or your lodging will not be covered, and you will not be allowed in the class.

If you have any questions, or need more information:

SPTC: Phone: (315) 768-5689; E-mail: SPTC.INFO@dhses.ny.gov; Website: www.dhses.ny.gov/sptc

DHSES-OIEC: Mark Balistre - Phone: (518) 281-6788; E-mail: mark.balistre@dhses.ny.gov