National Professional Development Symposium



For many years the U.S. Fire Administration (USFA) has hosted the National Fire and Emergency Services Higher Education (FESHE) Professional Development Conference and the Training Resources and Data Exchange (TRADE) Conference on the campus of the National Emergency Training Center (NETC) in Emmitsburg, Maryland. Representatives from fire-related degrees programs, State and local fire service training agencies, State training fire training directors and national fire service organizations have attended the three-day conferences.

The modern era has caused us to re-examine our ability to deliver these conferences in a robust yet cost-effective manner. FESHE and TRADE are all about reducing the redundancies found in our pursuit of professional development. Where better to exemplify this than with our own seminars?

The National Professional Development Symposium (NPDS) is a result of the collaboration of both TRADE and FESHE initiatives. While the focus is on career enhancement for emergency responders it does not represent any diminishment of the awesome responsibilities of either entity. Instead the NPDS honors the commitment of both initiatives by providing a forum for training and education workshops, professional development matrix discussions, succession planning and national professional development standards recommendations.

**1st Annual Symposium - 2013**

We are pleased to announce that the 1st Annual National Professional Development Symposium will be held **May 27 – June 1, 2013**.

**National Professional Development Symposium**

[**Preliminary Symposium Agenda »**](http://www.usfa.fema.gov/nfa/higher_ed/feshe/feshe2012conf.shtm)

**Pre-Symposium Courses**

The National Fire Academy is sponsoring the following value-added, certificated courses which are open to all symposium attendees. If you choose to attend a pre-symposium course, you must register with your student identification number for both your chosen course and the NPDS. Your travel days for the course and the symposium are always the day before the course begins and the day after the symposium ends. You must attend all days of the course and the entire symposium to receive your NFA certificates.

Since the symposium falls on the heels of the course days, you will be allowed to remain on campus throughout the symposium events.

Courses are open to all symposium attendees (TRADE, FESHE, Presenters, etc.) on a first-come, first served basis.

**Monday May 27**

* (W121) Politics and the White Helmet – 2-day course
* (W349) Fire Service Safety Culture: Who Protects Firefighters From Firefighters 2-day course
* First Responder Safety Training: Alternative Fuels and Electric Drive Vehicles 2-day course

**Tuesday May 28**

 - (W121) Politics and the White Helmet – 2-day course

* (W349) Fire Service Safety Culture: Who Protects Firefighters From Firefighters 2-day course (Day 2)
* First Responder Safety Training: Alternative Fuels and Electric Drive Vehicles 2-day course (Day 2)
* First Responder Safety Training: Advanced Electric Vehicle Train the Trainer – 1-Day course

**Note:** Alternative Fuels courses will soon have course numbers and will then be open to application.

**Costs and Enrollment Information**

**Lodging and Meals**

Travel and meals are borne by the attendees; however, USFA will provide lodging at no charge and scheduled bus transportation to and from a regional airport. **Do not book your travel plans until confirmation of your acceptance is received from our Admissions Office.**

Lodging on campus is limited. One other representative from your institution or agency may attend the conference provided he/she submits a separate application; however, depending on room availability, additional representatives from your organization may need to stay off campus at their own expense.

**Meal Ticket Prices**

**For Monday start classes + Symposium (5/27 – 6/2)**

**(W121, W349, Alt Fuels Course #1)**

Travel in Sunday May 26

**Meal Ticket Price:**

**$182.30**

 Classes begin May 27

 Classes end May 28

**For Tuesday start class + Symposium (5/28 – 6/2)**

 **(Alt Fuels Course #2)**

Travel in on May 27

**Meal Ticket Price:**

**$157.26**

Class starts and ends on May 28

**For Committees/Co-chair work day + Symposium (5/29 – 6/2)**

**Meal Ticket Price:**

**$132.22**

**(R703 and FESHE Committees)**

Travel in on May 28

**For Symposium only (5/30 – 6/2)**

**Meal Ticket Price:**

**$107.18**

**(R178)**

Travel in May 29

Travel out June 2

The NETC dining hall will be closed for the evening meal on May 30th since attendees will be invited to the symposium banquet or other off campus dining arrangements. This price reflects this change.

**Symposium Awards Banquet**

Please join us at the Annual NPDS Awards banquet. Each year, the TRADE and FESHE community recognizes outstanding performance by our Regional Training Officers, higher education institutions, and learning professionals. Recognition goes to individuals have demonstrated the commitment and highest ideals of emergency services professional development. Selections for the awards are made by peer review. Attendees at the banquet will include members of the USFA staff, TRADE and FESHE staff and invited guests.

The banquet is the nation's professional development premier event to support and acknowledge the impressive contributions of the training and education community and the individual accomplishments of our all-star professionals.

This year’s awards banquet will be held off campus at the **Vigilant Hose Company 6 Hall** (Emmitsburg Fire Department). Cost of the banquet is $25.00. Pre-registration is encouraged.

***This year’s Awards:***

**J. Flaherty “Jim” Casey Award**

It is the belief of the National Fire Academy Training Resources and Data Exchange (TRADE) network that many individuals involved in fire service training throughout the nation are enhancing the professionalism of the fire service making a positive impact on the safety of their constituent organizations and communities they serve.

The members of TRADE have established the J Flaherty “Jim” Casey award to honor members who, through their attitudes, efforts and accomplishments best exemplify the TRADE core values of excellence in education, sharing of resources and dedication to the development of human capabilities in all arenas of the nation’s fire service.

The award is named for J. Flaherty Casey, “father” of TRADE, whose long and untiring devotion transformed TRADE from a mere concept to a highly respected reality. Award nominees should exhibit those skills and qualities that Mr. Casey demonstrated, in concert with colleagues nationwide, in nurturing, defending and supporting TRADE.

**Fire and Emergency Services Higher Education Lasting Achievement Award**

The FESHE Lasting Achievement Award honors individuals and groups or organizations whose actions have made a significant impact on the processes and future of emergency services professional development.

**Selection Criteria**

Nominees for the FESHE Lasting Achievement award must:

1. Be nominated for this award by any active FESHE member or member organization via written communication directly to the FESHE steering committee
2. Have proposed or carried out significant program enhancement activities
3. Or have served actively on a FESHE National Professional Program Committee for a minimum of 10 years
4. Or have actively promoted and made significant progress in advancing the FESHE Professional Development mission within his/her region through advocacy, adoption, and promotion of FESHE courses and initiatives

**Fire and Emergency Services Higher Education Emeritus Award**

The Emeritus title is a singular honor bestowed in recognition of dedicated and honorable services rendered to FESHE and emergency services professional development.

**Selection Criteria**

Each nominee for “Emeritus Status” must:

1. Have made a significant contribution to emergency services professional development.
2. Have demonstrated active commitment to FESHE for at least 5 years. Activity demonstration will be evaluated by the FESHE Steering Committee.
3. Be nominated by any active FESHE member via commendation letter to the FESHE Steering Committee.

**Fire and Emergency Services Higher Education Recognition Awards**

The FESHE recognition program acknowledges those colleges and universities who have voluntarily chosen to support and teach the FESHE standardized core courses in their fire science, fire management and EMS management programs. Schools who have been recognized have also agreed to submit course applications from students who successfully complete the courses to the NFA in order to establish the student’s NFA transcript and certificates.

**Symposium Off-Site Learning Excursions**

The NPDS off-site learning excursions are field trips that are designed to give attendees a fresh look at professional development found in today’s world as related to historical events in and around the National Fire Academy.

Attendance to the excursions is limited to the number of seats available on NETC transportation busses. Seating is first come, first served and you must register when you first arrive at the student center in Building C. The 2013 field studies will be held from 8:00am – 12:00pm on Friday (May 31) and 8:00am – 12:00 pm Saturday (June 1). Cost: free. Snack and liquid refreshments will be provided.

**Symposium Transportation**

**TRAVEL BY AIR:**

You **must** make your own travel arrangements.

You **must** be sure your flights meet the shuttle pickup/departure times, and the ticket purchase follows the parameters of travel as defined under **“REIMBURSEMENT”** in this package.

**NETC SHUTTLE SERVICE:**

**Shuttle service is available between NETC and the airport(s) listed on the “COURSE SPECIFIC INFORMATION” sheet–a pink page enclosed with the acceptance letter you received for this class.** **Read it carefully before making flight arrangements!**

If you need bus transportation to NETC from the airport, you should plan to arrive at least 1 hour before bus departure time. **You must notify (email, phone, or fax) the NETC Transportation Office at least 2 weeks prior to the course start date to reserve a seat. IF YOU DO NOT CALL, SEATING MAY NOT BE AVAILABLE AND TRANSPORTATION TO EMMITSBURG, MD, WILL BE AT YOUR OWN EXPENSE.**

**Our transportation will be either a motor coach/charter bus identified with NETC signage in the front window/door, a white passenger van, or a navy sedan with the NETC signage in the front window.** You may contact the NETC Transportation Office a day before your arrival to inquire as to which vehicle will be used. For airport security reasons, our drivers cannot leave their vehicles and must circle the airport pickup area, **SO YOU WILL NEED TO LOOK FOR THE BUS OR VAN. If you do not see the vehicle 5 minutes prior to the pickup time, please call the NETC Transportation Office for guidance.**

**DELAYED FLIGHTS:** If you are scheduled to use NETC transportation, but your flight is delayed for other than weather-related reasons, the airline is responsible for your transportation. If they will not transport you, please call the NETC Transportation Office when you arrive at the airport. (It will be approximately 2 hours before we can pick you up.) If you choose not to use NETC transportation and arrange for other transportation, it will be at your own expense.

**IF DRIVING:**

You may arrive on campus any time after 12:30 p.m. the day before your course begins.

You must depart campus after the end of your course, except for courses with a next-day departure date.

Your vehicle must be registered at Housing/Security for stipend/security reasons, even if you do not stay on campus.

There are no connections for mobile homes or recreational vehicles available at NETC and we ask that you refrain from using these vehicles at our facility.

Student and visitor parking is available in “J” and “S” lots only and overflow parking (grassy area behind “J” building) when it is open. The parking space lines have been painted yellow and are easily identifiable.

**DIRECTIONS TO NETC:**

**From Baltimore:** I-695 (Baltimore Beltway) to I-70 West (towards Frederick) to Route 15 North to Emmitsburg. Left turn off Route 15 to South Seton Avenue. 2nd Right onto campus (tree-lined drive).

**From Washington:** I-495 (Washington Beltway) to I-270 North (towards Frederick) to Route 15 North to Emmitsburg. Left turn off Route 15 to South Seton Avenue. 2nd Right onto campus (tree-lined drive).

**From Philadelphia and East:** Pennsylvania Turnpike West to Harrisburg, Exit 236 (Route 15). Go South on Route 15 to Emmitsburg. Right turn off Route 15 to South Seton Avenue. 2nd Right onto campus (tree-lined drive).

**From Pittsburgh and West:** Pennsylvania Turnpike East to Harrisburg, Exit 236 (Route 15). Go South on Route 15 to Emmitsburg. Right turn off Route 15 to South Seton Avenue. 2nd Right onto campus (tree-lined drive).

**Symposium Selection Criteria**

**Priority No. 1**

The 50-TRADE State Co-Chairs and TRADE Metro Fire Departments; those active in fire and emergency services professional development, higher education instructors and institution administrators including official representatives of regionally accredited academic fire programs; State and local fire service and emergency medical services (EMS) training; national and State fire associations, and those responsible for developing fire and emergency service personnel. Candidates within this audience will be accepted on a first-come, first-served basis. The representative who attends the conference should be the director or his/her representative who has some responsibility for the organization’s training program.

**Priority No. 2**

Anyone with an interest in the field of fire and emergency services professional development. Candidates within this audience will be reviewed for acceptance after the application closing date.

**Application Information for the National Professional Development Symposium**

**Students: Please Read**

Students applying for training courses are required to register for a FEMA Student Identification Number (SID). This number is used in place of a Social Security Number on General Admissions Application forms.

[How to Register for a FEMA SID »](http://www.usfa.fema.gov/nfa/about/attend/ftin.shtm)

Applicants should download and complete the [**General Admissions Application Short Form (FEMA Form 119-25-2)**](http://www.usfa.fema.gov/nfa/about/attend/apply.shtm) for pre-symposium course and a second form for the symposium.

Application information needs to be completed through block 18b.

When completing the application to attend the NPDS, please enter this information in Blocks 12a-c:

* Block 12a: R178 NPDS
* Block 12b: NETC Emmitsburg, MD
* Block 12c: May 31-June 2, 2013

**Application Deadline/Submission Information**

**The deadline for receiving FESHE applications is May 1, 2013.** Applications must be mailed to:

NETC Admissions Office
Attn: R-178 FESHE Conference
16825 South Seton Ave., Bldg. I
Emmitsburg, MD 21727

Applications can also be faxed to the Admissions Office at (301) 447-1441.

If you have any questions about the FESHE conference, please email **FEMA-FESHE@fema.dhs.gov**. Please contact the Admissions Office at (301) 447-1035 with enrollment questions.

**Do not mail or fax your application to the NFA. It must be sent to the Admissions Office or it will be discarded.**

**Application Information for the FESHE Conference and the Emergency Management Higher Education Conference**

Individuals participating in both R-178 NPDS (May 30 - June 1, 2013) and the Emergency Management Institute's Higher Education Conference (June 3-7, 2013) must submit a separate application for each conference. EMI Higher Education applications can be obtained by contacting **Barbara Johnson**.

