



Emergency Management Certificate Programs

NAIT's Emergency Management Certificate Programs, developed at the request of practitioners, industry and government, provide credentials for those students who need professional emergency management education, but perhaps not necessarily up to a diploma level. Each certificate requires the completion of 5 courses.

PROGRAM DELIVERY:

1. The programs will be delivered online using WebCT.
2. The certificate program utilizes the existing EM Diploma Program courses.
3. Certificate program students are enrolled in the same classes as the Diploma students.
4. Fees are \$550 per course
5. All courses are transferable toward the NAIT Emergency Management Diploma.

PRE-REQUISITES FOR THE CERTIFICATES

Achievement of a sector-specific NAIT EM Certificate will require the completion of five (5) courses (255 hours) as listed below.

Pre-requisites: Successful completion of EMD100 Overview of Emergency Management course from the NAIT Emergency Management Diploma Program **OR** successful completion of the EMD100 prior learning assessment examination.

EMD 100 Overview of Emergency Management (51 hrs)

Class Dates: Sep 8 - Dec 17, 2010; Jan 6 - Apr 23, 2011; May 3 - Aug 20, 2011

INDUSTRIAL EMERGENCY MANAGEMENT CERTIFICATE

Emergency Management practitioners need to have knowledge and skills in several key areas to ensure that their organization is prepared and can respond effectively to major emergencies and disasters. The Industrial Emergency Management Certificate addresses the central aspects of emergency preparedness and response: risk analysis, physical security, planning, emergency exercises and managing the emergency response.

1. **EMD103 Emergency Planning (51 hrs).** Do you know what a good emergency plan should look like? You will learn the complete process of emergency planning, as differentiated from the more global practice of emergency management. Planning for emergencies is defined and outlined step-by-step and students are provided with a framework for the development of an emergency plan that can be customized to a variety of organizations.
 - o Class Dates: Sep 8 - Dec 17, 2010; Jan 6 - Apr 23, 2011; May 3 - Aug 20, 2011
 - o A textbook is required for this course: *The Canadian Fire Officer's Guide to Emergency Management*, approx. \$45 - available at Campus Reads and Needs (780) 471-7717.
2. **EMD104 Emergency Planning and Response for Dangerous Goods incidents (51 hrs).** Knowing how to recognize and handle dangerous goods is a critical part of emergency management. Learn about the history and purpose of Dangerous Goods legislation and study best practices regarding the production, storage and transportation of hazardous or dangerous goods. This is an area requiring thorough knowledge and planning to avoid incidents and ensure worker and public safety. You will learn planning methods, drawing from a set of practical tools.

- Class Dates: Sep 8 - Dec 17, 2010; May 3 – Aug 20, 2011
- No textbook required.

OR

EMD405 Emergency Management Perspective – Petroleum Industry (51 hrs).

There are unique issues, concerns, players, legislation and operational requirements relating to emergency management in the oil, gas and energy transmission industry. This course reviews legislative requirements, management of hazards and specific emergency plans, the public consultation process, development of a crisis management program, and public safety protective measures.

- Class Dates: Jan 6 – April 23, 2011
- No textbook required.

3. **EMD201 Physical Security Planning (51 Hrs).** In an unpredictable world, emergency planners need to know about security planning! Learn the basics of physical security planning for plants and sites deemed to be vulnerable. Learn about the many linkages between emergency planning and site security for industrial operations, as well as other sites, such as railway or trucking centres, warehousing or storage locations, airports and large buildings or complexes. You will study the principles and practices that help to assure the enhancement of plant/site security and how to link these practices to emergency planning processes.
- Class Dates: Jan 6 - Apr 23, 2011
 - A textbook is required for this course: *Effective Physical Security*, approx \$48.00 - available at Campus Reads and Needs (780) 471-7717.

OR

EMD303 Business Continuity and Disaster Recovery Planning (51 hrs). After a disaster, any affected organization will need help returning to normal business operations. The framework for learning in this course is built on ten standardized professional practices for business continuity. You will learn about the fundamental needs, principles, processes, and resources that assist organizations to effectively resume their operations following emergency situations. This course is provided by DRI Canada. Following completion, students are eligible to write the qualifying examination for DRI's ABCP Certification designation.

- Class Dates: Sep 8 - Dec 17, 2010
- Textbooks are required for this course: *BCLE 2000 Cosmos Case Study*, and *BCLE 2000 Tools and Resources*, approx \$20:00 – available from DISASTER RECOVERY INSITUTE CANADA, 200 Sanders St., Suite 201, P.O. Box 552, Kemptville, Ontario K0G 1J0. Tel: (613) 258-2271, Toll Free: 1 (888) 728-3742, Fax: (613) 258-1447

4. **EMD304 Managing the Emergency (51 hrs).** Students will do in-depth reviews of the issues, processes, tools and standard systems (e.g., ICS, ESM, and BCERMS) developed to manage responses and resources during an emergency, as well as managing the consequences arising from the emergency event. Emergency Operation Centres and Command Posts are covered, and the different incident management systems are reviewed and compared for their applicability to different types of emergencies
- Class Dates: Jan 6 – April 23, 2011
 - No textbook required.
5. **EMD400 Risk Management: Structure and Process (51 hrs).** How does risk management theory relate to emergency management? Study the principles, structure and processes

of risk management. Learn how to apply general risk management theory, best practices and resources to the different phases of emergency management. Emphasis is on the application of risk management strategies in mitigating and preparing for disasters and major emergencies.

- Class Dates: Sep 8 - Dec 17, 2010; May 3 – Aug 20, 2011
 - No textbook required.
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PUBLIC SECTOR EMERGENCY MANAGEMENT CERTIFICATE

Public sector Emergency Managers provide leadership to communities and organizations at all phases of the Emergency Management cycle. The Public Sector Emergency Management Certificate builds skills in the areas of mitigation, development and maintenance of emergency plans, managing the emergency response, community disaster recovery and building emergency -resilient communities. This certificate program is intended for an individual with emergency management responsibilities within local, provincial, territorial or federal government.

1. EMD103 Emergency Planning (51 hrs)

Do you know what a good emergency plan should look like? You will learn the complete process of emergency planning, as differentiated from the more global practice of emergency management. Planning for emergencies is defined and outlined step-by-step and students are provided with a framework for the development of an emergency plan that can be customized to a variety of organizations.

- Class Dates: Sep 8 - Dec 17, 2010; Jan 6 - Apr 23, 2011; May 3 – Aug 20, 2011
- A textbook is required for this course: *The Canadian Fire Officer's Guide to Emergency Management*, approx. \$45 - available at Campus Reads and Needs (780) 471-7717.

2. EMD303 Business Continuity and Disaster Recovery Planning (BCLE200) (51hrs).

After a disaster, any affected organization will need help returning to normal business operations. The framework for learning in this course is built on ten standardized professional practices for business continuity. You will learn about the fundamental needs, principles, processes, and resources that assist organizations to effectively resume their operations following emergency situations. This course is provided by DRI Canada and is the equivalent of their BCLE2000 classroom course. Following completion, students are eligible to write the qualifying examination for DRI's ABCP Certification designation.

- Class Dates: Sep 8 - Dec 17, 2010
- Textbooks are required for this course: *BCLE 2000 Cosmos Case Study*, and *BCLE 2000 Tools and Resources*, approx \$20:00 – available from DISASTER RECOVERY INSITUTE CANADA, 200 Sanders St., Suite 201, P.O. Box 552, Kemptville, Ontario K0G 1J0. Tel: (613) 258-2271, Toll Free: 1 (888) 728-3742, Fax: (613) 258-1447

OR

EMD402 Mitigation: The First Line of Defence (51 hrs)

Being prepared before an emergency happens is one of the most vital roles of the emergency management team! Mitigation is essential. Learn about the most effective actions that any organization can taken to minimize the likelihood of an emergency and mitigate negative impacts if an emergency does occur. Topics covered include the conceptual framework of mitigation, inherent issues, key players, and mitigation-related activities.

- Class Dates: Sep 8 - Dec 17, 2010
- No textbook required

3. **EMD304 Managing the Emergency (51 hrs).** Students will do in-depth reviews of the issues, processes, tools and standard systems (e.g., ICS, ESM, and BCERMS) developed to manage responses and resources during an emergency, as well as managing the consequences arising from the emergency event. Emergency Operation Centres and Command Posts are covered, and the different incident management systems are reviewed and compared for their applicability to different types of emergencies
 - a. Class Dates: Jan 6 - Apr 23, 2011
 - o No textbook required.

4. **EMD403 Community Disaster Recovery (51 hrs).** A disaster can badly damage or destroy homes, business premises and critical community infrastructure such as hospitals, schools, and roadways. This course addresses the consequences of emergency and disaster events and provides a detailed perspective of community disaster recovery, the complexity of restoring a community, and planning and implementing the recovery process.
 - a. Class Dates: Jan 6 - Apr 23, 2011
 - o No textbook required.

5. **EMD404 Building an Emergency-Resilient Community (51 hrs).** Every community would like to avoid potentially negative consequences arising from an emergency or disaster. Students will learn how to work effectively with surrounding communities and the organizations within those communities, with the overall aim of enhancing each community's ability to withstand the impact of an emergency or disaster. You will study resilience and capacity-building from diverse perspectives, including social, operational, resource availability, and operational capability. You will follow a step-by-step guide through the issues, concepts, and mechanisms that come into play in building and sustaining a community that is resilient and prepared for a disaster.
 - o Class Dates: Jan 6 - Apr 23, 2011
 - o No textbook required.

To enrol please complete and submit the EM Certificate Enrolment Form available at www.nait.ca/em. If you have questions or need more information please contact the EM Program Office by email at emtraining@nait.ca or by phone at **780.378.5034**.

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