

EMERGENCY COORDINATION CENTRE COURSE INFORMATION SHEET

In this two-day course, students will develop their understanding of Emergency Coordination Center operations along with their emergency responsibilities to work effectively within an ECC. The focus will be on developing participant's procedural, functional and operational capacity in preparation for community emergency coordination centre activation.

COURSE OUTCOMES

At the end of the course, you will:

- Employ knowledge of ECC purpose and function.
- Understand ECC activation procedures including personnel assignments.
- Manage information including its collection, prioritization, dissemination and storage.
- Identify ECC problems, formulate SMART objectives and apply "Management by Objectives"
- Manage situational awareness during exercise scenarios.

EVALUATION

Participants will have an opportunity to assess their success in light of the criteria presented to them, discussions, learning activities and the feedback they receive from the course trainer(s), Alberta Emergency Management Agency staff, and peers.

TRAINING METHOD

The course will be primarily an instructor-led lecture-based presentation with several guided discussions, videos, and practical exercises. The student is advised to wear comfortable clothing as activities and the exercise will require moving around the classroom.

TARGET AUDIENCE

- Members of the Municipal Emergency Management Agency
- Municipal staff, emergency services personnel
- Health representatives (e.g. Regional Health Authority, Public Health, health facilities)
- Emergency social services managers
- School/school board representatives, industry and utility representatives
- Provincial government staff

If you have a copy of the Municipal Emergency Plan for your community, bring it to the course.

COURSE PREREQUISITE

Completion of the AEMA Basic Emergency Management (BEM) Course and Incident Command System ICS-100 are **required**. Self-study version of the BEM and ICS 100 courses are at <http://apsts.alberta.ca/online-courses/>.

COURSE LENGTH AND LOADING

Minimum of fourteen hours (two days) is required to achieve the course outcomes. A minimum of 20 participants from a cross-section of services and disciplines is ideal.