



Emergency Management
NC DEPARTMENT OF PUBLIC SAFETY

NCEM Certification

North Carolina Emergency Management
Training and Standards Advisory Board





Associate Level

- Experience Requirement
 - Two years experience (one must be in North Carolina)
- Education Requirement
 - High School Diploma or GED





Associate Level

- Training Requirement
 - 100 hours Emergency Management
 - 40 hours General Management
- Contributions to the Profession Requirement
 - Three contributions (two must have been completed in North Carolina)





Associate Level

- Candidate Reference Requirement
 - Three references (one must be current supervisor)
- Exam Requirement
 - 50 questions
 - Must answer at least 75% correctly





Executive Level

- Experience Requirement
 - Three years experience (two must be in North Carolina)
- Education Requirement
 - Associate's Degree in Emergency Services field OR Bachelor's Degree in any field
 - Additional two years of EM experience may be substituted for the degree requirement





Executive Level

- Training Requirement
 - 100 hours Emergency Management
 - 60 hours General Management
- Contributions to the Profession Requirement
 - Six contributions (three must have been completed in North Carolina)





Executive Level

- Candidate Reference Requirement
 - Three references (one must be current supervisor)
- Exam Requirement
 - 100 questions
 - Must answer at least 75% correctly





Recertification

- Every five years
- Training Requirement
 - 75 hours Emergency Management
 - 25 hours General Management
- If individuals do not recertify every five years, they lose the certification and must complete the 100 hours of training AND retest at the appropriate certification level





Training Requirement Guidance

- Training must be within last ten years (five years for recertification)
- Training or degree substitutions used to attain Associate certification cannot also be used to attain Executive certification
- Forums and Conferences may NOT be counted towards initial certification training hours, but may be used in recertification





Training Requirement Guidance

- FEMA Independent Study courses may account for up to 10% of required hours
- Teaching courses may account for up to 50% of required hours
- Equivalencies:
 - One Continuing Education Unit (CEU) equals 10 training hours
 - One college semester hour equals 15 training hours





Training Requirement Guidance

- Emergency Management Training
 - Must be EM specific
 - No more than 25 hours in any one topic or specialty
 - Any courses not in TERMS must be accompanied by individual Training Submission Forms





Training Requirement Guidance

- General Management Training
 - Not required to be EM specific
 - Topics may include Leadership, Organizational Development, Finance/Budgeting, Human Resources, Public Speaking, Grant Writing, etc.
 - No more than 25 hours in any one topic or specialty
 - Any courses not in TERMS must be accompanied by individual Training Submission Forms





Application Submission

- Applications can be downloaded from TERMS Document Library or NCEMA website
- Preferred method of submission: email NCEMCertification@ncdps.gov
- Alternative method of submission: hand deliver to a member of TASAB or NCEM Training





Application Deadlines

- Initial Application
 - All applications received by the close of an NCEMA Conference will be considered for award at the following conference
- Recertification Application
 - Expiration Date (may be submitted up to one year prior to expiration)





Training and Standards Advisory Board Members

Robin Brown, Chair (NCEM)	Scot Brooks, Vice Chair (Central)
Michelle Tuck (NCEM)	Angie Ledford (Western)
Katie Webster (NCEM)	Cordell Palmer (Eastern)
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