
UNIT 1: INTRODUCTION

In this unit you will learn about:

- **The Instructors and the Participants.** Who is teaching the course and who is taking the course.
- **The *CERT Train-the-Trainer (T-T-T) Course.*** Course purpose, course learning objectives, and course agenda.
- **The History of the CERT Program.** How it started and spread and where it is currently housed.
- **The Purpose of the CERT Program.**
- **Key CERT Messages and Values.**
- **How CERTs Are Deployed.** Examples of the ways that CERTs are deployed in various communities.
- **Materials and Requirements for the *CERT Basic Training Course.***

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BECOME A CERT INSTRUCTOR

Completion of the *CERT T-T-T* can qualify participants to teach the *Basic Training* course. Note that local agencies that sponsor CERT training may have additional requirements.

Completing the *CERT T-T-T* course does not always qualify one to become an instructor for *CERT T-T-T*, as this decision is made by the sponsor of the *T-T-T* course. In almost all cases, this will be a State agency. Participants should check in with their States to find out what the local requirements are.

FEMA recommends the following requirements for a *CERT T-T-T* instructor:

- Has completed *CERT Basic Training*
- Has completed the *CERT T-T-T* course
- Has significant training background
- Is recognized and/or authorized by the State (varies from State to State)

COURSE PREVIEW

COURSE PURPOSE

The purpose of this course is to produce competent instructors for the *CERT Basic Training* course. A competent instructor:

- Delivers the *CERT Basic Training* course accurately, conveying the messages and intent of the CERT Program (e.g., safety, teamwork, place in overall community emergency operations plan)
- Ensures that participants achieve the objectives of the *CERT Basic Training* course
- Delivers training effectively and at an appropriate level, thus enabling participants to learn and correctly apply skill sets
- Creates a comfortable yet managed learning environment

COURSE PREVIEW (CONTINUED)

COURSE LEARNING OBJECTIVES

At the end of this module, you will be able to:

1. Demonstrate knowledge of the *CERT Basic Training* course
2. Demonstrate the ability to present an assigned portion of the course (teach-back)
3. Communicate the core values of the program
4. Demonstrate classroom management techniques
5. Demonstrate effective teaching techniques
6. Model appropriate behavior as an instructor

It is imperative that those in the *T-T-T* course already know what is in the *Basic Training* course. The *T-T-T* course will not teach participants what is in the *CERT Basic Training* course. This course will review each unit's requirements and teach participants how to deliver the curriculum competently.

COURSE AGENDA

- The purpose of the *CERT T-T-T* is not to reteach the *CERT Basic Training* course. The purpose is to review each unit's requirements and to discuss how to teach them effectively.
- There will be a review of each *CERT Basic Training* unit:
 - The purpose, learning objectives, key points, relevant videos, how it connects to the other units
 - The focus will be on the hands-on activities and how to teach them correctly.
- Much of the course will be spent sharpening your teaching skills.
- There will be information on putting on a course; however, skills, tools, and best practices for CERT Program Managers will be covered in the *CERT Program Manager* course.
- There will be two opportunities for you to show what you know in a team-teaching setting.

REFRESHER QUESTIONS

Every CERT instructor needs to know the basics about CERT.

You can record responses to the instructor's questions in the blank space below.

What was the impetus for CERT?

How did the CERT Program spread?

Where is the CERT Program currently housed?

What is the purpose of the CERT Program?

REFRESHER QUESTIONS (CONTINUED)

What are the key messages and values of the CERT Program?

How are CERTS deployed?

CERT WALK-THROUGH

INTRODUCTION AND COURSE OVERVIEW

The Introduction and Course Overview section covers basic information about CERT:

- History
- The purpose of the CERT Basic Training
- The need for individual and community preparedness
- How CERTs operate

It includes information about the course:

- Overview and objectives
- Target audience
- Course agenda

CERT WALK-THROUGH (CONTINUED)

***CERT BASIC TRAINING* COURSE INSTRUCTOR GUIDE**

Instructor Responsibilities

This section is fairly brief. It covers:

- Instructor qualifications
- How to prepare for the training, both content and classroom
- Instructor Guide Table of Contents
- A description of the Instructor Guide and the Participant Manual (available online for download from the National CERT Web site at <http://www.fema.gov/cert>)

Unit Introduction

Each unit begins with some essential preparation information. Read it.

- The Training Methods section explains how the unit should be taught.
- The Resources Required and Equipment sections tell you what you will need to have on hand to teach the unit.
- The Preparation section tells you what you will need to get together BEFORE class starts.
- The Notes section makes suggestions on how to allocate your time for the unit.
- The Remarks section has useful hints and tips.

Instructor Guide Format

The course content is presented in a two-column format.

- Instructor Notes – left column
 - Mini-copies of the slides with the slide number
 - References to pages in the Participant Manual when participants should review visuals and job aids there
- Information only the instructor needs to know

CERT WALK-THROUGH (CONTINUED)

- Lesson Content – right column
 - Lesson plan
 - Instructions for facilitating the exercises
- Question icon
 - When you see this icon in the left-hand column, ask the accompanying bolded discussion question in the right-hand column.

Be sure to follow the Instructor Guide carefully when conducting this course.

REMINDERS

1. The *CERT Basic Training* course is to be delivered as classroom-based, instructor-led training. Lecture, discussion, demonstration, and hands-on practice must be incorporated throughout the course to help ensure that participants acquire knowledge and skills incrementally.
2. You are required to cover the topics in all nine units of the *CERT Basic Training* course. You cannot leave out any of the topics.
3. Within the course you should tailor the information to your community. The course provides the minimum information required for CERT training, but instructors are able to add community-specific content, exercises, etc., to make it more relevant.
4. You may offer other modules outside of the course and can require that participants complete the other modules (e.g., CPR, IS700) in order to join a team.
5. You are encouraged to add your own images to the PowerPoint slides.

CERT BASIC TRAINING COURSE PARTICIPANT MANUAL

The Participant Manual includes the key content of the course without the notes that are just for the instructor's use.

UNIT SUMMARY

It is important to know basic information about the CERT Program so that you can answer questions from participants.