



Position Qualification for Operational Coordination
Incident Management

DIVISION/GROUP SUPERVISOR (NQS)

RESOURCE CATEGORY	Incident Management
RESOURCE KIND	Personnel
OVERALL FUNCTION	The Division/Group Supervisor (DIVS) implements the portion of the Incident Action Plan (IAP) pertaining to his or her Division/Group, supervises assigned resources, reports on the progress of operations and the status of assigned resources, and provides assessment and context as input to the shared situational picture
COMPOSITION AND ORDERING SPECIFICATIONS	<ol style="list-style-type: none"> 1. This position can be ordered as a single resource. 2. Requestor specifies any additional qualifications necessary based on incident complexity and needs 3. Discuss logistics for deploying this position, such as working conditions, length of deployment, security, lodging, transportation, and meals, prior to deployment 4. Physical and medical fitness level requirements may increase based on incident response requirements

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 1 is the highest qualification level.

COMPONENT	SINGLE TYPE	NOTES
DESCRIPTION	<p>The DIVS performs the following:</p> <ol style="list-style-type: none"> 1. Organizes and assigns resources into configurations to meet incident and tactical objectives 2. Identifies and determines assigned resources' ability to complete assignment within the time frame to achieve strategies and objectives 3. Coordinates activities with adjacent Divisions/Groups and across functional areas 4. Implements the portion of the IAP pertaining to his or her Division/Group 	Not Specified
EDUCATION	Not Specified	Not Specified
TRAINING	<p>Completion of the following:</p> <ol style="list-style-type: none"> 1. IS-100: Introduction to the Incident Command System, ICS-100 2. IS-200: Incident Command System for Initial Response, ICS-200 3. ICS-300: Intermediate Incident Command System for Expanding Incidents 4. ICS-400: Advanced Incident Command System for Command and General Staff - Complex Incidents 5. IS-700: National Incident Management System, An Introduction 6. IS-800: National Response Framework, An Introduction 7. E/L960: NIMS ICS All-Hazards Division/Group Supervisor Course 	Not Specified
EXPERIENCE	<ol style="list-style-type: none"> 1. Successful completion of the National Qualification System (NQS) Position Task Book (PTB) for the National Incident Management System (NIMS) Division/Group Supervisor, or equivalent Authority Having Jurisdiction (AHJ) documentation 2. Experience in a position that applies the behaviors and competencies that support the DIVS, such as Task Force Leader, Strike Team Leader, or Type 4 Incident Commander 	Not Specified
PHYSICAL/MEDICAL FITNESS	Moderate	NIMS Guideline for the NQS defines Physical/Medical Fitness levels for NQS positions.



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COMPONENT	SINGLE TYPE	NOTES
CURRENCY	Functions in this position, as a NIMS typed Operations Section Chief, or as a NIMS Type 3 Incident Commander during an operational incident, planned event, exercise, drill, or simulation at least once every five years	Not Specified
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	Not Specified	Some types of incidents, such as hazardous materials incidents, may require a level of technical certification.



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NOTES

Nationally typed resources represent the minimum criteria for the associated component.

REFERENCES

1. FEMA, NIMS 509: Incident Commander
2. FEMA, NIMS 509: Operations Section Chief
3. FEMA, National Qualification System (NQS) Position Task Book for Division/Group Supervisor, latest edition adopted
4. FEMA, National Incident Management System (NIMS), October 2017
5. FEMA, NIMS Guideline for the NQS, November 2017
6. FEMA, National Response Framework, June 2016