



# Facilities Workforce Career Academy 2024 Course Catalog



# Introduction

Welcome to the inaugural annual training catalog for the Facilities Workforce Career Academy (FWCA) of the National Park Service! In this comprehensive course listing for calendar year 2024, you will find training and employee development opportunities categorized by topic in a variety of career tracks, from the skilled trades to facilities and construction management. We are expanding youth and diversity intake programs for the historic preservation and facilities maintenance disciplines and partnering with other federal agencies to leverage cross-training opportunities.

We hope that you and your supervisor will take advantage of the many different training classes being offered to the facilities workforce this year. Please check it out and share the information with your coworkers!

The FWCA was established in fiscal year 2023 by consolidating the service's facility management, maintenance, and historic preservation training functions into a single organization. What this ultimately means to you is more training offerings available to more NPS employees throughout their careers.

FWCA is administered by the Historic Preservation Training Center in Frederick, MD and is a part of the Park Planning, Facilities, and Lands Directorate in the Washington Support Office.

For more information about facilities training and partnership programs, visit: [go.nps.gov/fwca](https://go.nps.gov/fwca)

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# Construction and Project Management



# Construction Boot Camp

**Dates/Location**  
October 15–18, location TBD

**Course Description**  
This pilot training course will consist of a series of presentations and breakout sessions on a wide range of topics, including budget, project planning, compliance, project execution, project administration, administrative claims, and issues.

**Course Length**  
4 days

**Audience**  
Superintendents, project managers, construction managers, facility managers, regional and park staff involved in managing construction activities.

**Contact**  
Sheila Rushlow, [sheila\\_rushlow@nps.gov](mailto:sheila_rushlow@nps.gov)

**Sign Up**  
DOI Talent



# Construction Inspection Facilitation

**Dates/Location**  
October 21–22, location TBD

**Course Description**  
This pilot training course is designed to be part of a larger internal National Capital Region construction management training program. Topics covered: successful meeting facilitation, conducting pre-construction conferences, progress meetings, final inspections, and resolving conflicts in a project environment.

**Course Length**  
2 days

**Audience**  
Experienced Construction Managers and Contracting Officer Representatives. National Capital Region employees have priority.

**Contact**  
Sheila Rushlow, sheila\_rushlow@nps.gov

**Sign Up**  
DOI Talent



# Construction Inspection: Five Steps to Recovering a Troubled Project

**Dates/Location**  
October 23–24, location TBD

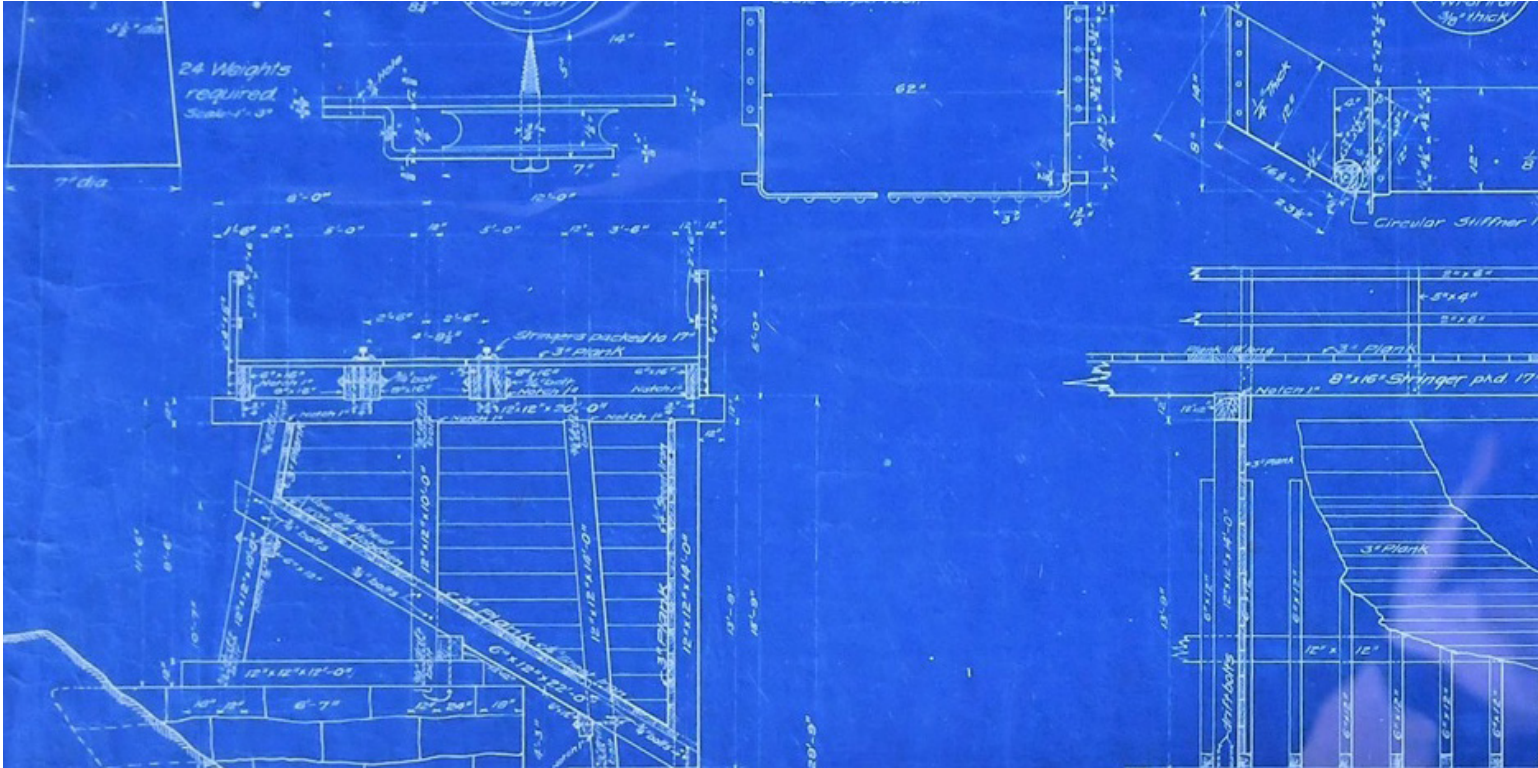
**Course Description**  
This pilot training course is designed to be part of a larger internal National Capital Region construction management training program. This course delves into the complexities of recovering troubled construction projects in the NPS. Participants will be able to apply the Project Recovery framework principles and gain in-depth knowledge of each step of the framework to enhance their ability to steer projects back on track effectively and successfully.

**Course Length**  
2 days

**Audience**  
Experienced Construction Managers and Contracting Officer Representatives. National Capital Region employees have priority.

**Contact**  
Sheila Rushlow, sheila\_rushlow@nps.gov

**Sign Up**  
DOI Talent



# COR Level 1

### Dates/Location

- April 9, virtual
- October 8, location TBD
- February 18, 2025, virtual

### Course Description

This is a pilot of an NPS-specific Federal Acquisition Certification for Contracting Officer Representatives (FAC-COR) Level 1 course for employees who perform contract management activities and functions with emphasis on performance-based service and construction contracts. This 8-hour class meets the requirements of the Federal Acquisition Institute and Defense Acquisition University learning objectives. Since this training is NPS-specific, it can be also taken to meet continuous learning points requirements.

### Course Length

8 hours

### Audience

CORs in facility management and maintenance fields.

### Contact

Sheila Rushlow, sheila\_rushlow@nps.gov

### Sign Up

DOI Talent. Registration opens approximately 45 days in advance.



# COR Level 2

### Dates/Location

- February 5–9, virtual
- March 11–15, virtual

### Course Description

This pilot of an NPS-specific Federal Acquisition Certification for Contracting Officer Representatives (FAC-COR) Level 2 course for employees who perform contract management activities and functions with emphasis on performance-based service and construction contracts. This 40-hour class meets the requirements of the Federal Acquisition Institute and Defense Acquisition University learning objectives. Since this training is NPS-specific, it can also be taken to meet continuous learning points requirements.

### Course Length

5 days

### Audience

CORs in facility management and maintenance fields.

### Contact

Sheila Rushlow, sheila\_rushlow@nps.gov

### Sign Up

DOI Talent. Registration opens approximately 45 days in advance.



# Cost Estimating Basics

### Dates/Location

- February, virtual
- April, virtual
- July, virtual
- September, virtual

### Course Description

The Cost Estimating Software System (CESS) is the NPS implementation tool for commercially-available, industry standard cost estimating software. Designed to improve NPS cost estimates, CESS provides users with tools and databases from sources such as RSMeans. This training course is designed to give students a better understanding of what cost data is available and how to use it effectively in CESS. Topics covered include cost data forms and how it relates to the CESS database, using search tools to locate items and assemblies, adding items for adjustments and general conditions, and the use of models. This is a four-week, self-paced course with weekly coaching webinars.

### Course Length

16 hours spread over one month

### Audience

Facility managers, staff using FMSS and PMIS.

### Contact

Mark Tezel, mark\_tezel@nps.gov

### Sign Up

DOI Talent



# Cost Estimating Advanced

### Dates/Location

- March, virtual
- May, virtual
- August, virtual
- November, virtual

### Course Description

Building on the basics courses, this is an NPS-specific advanced course in cost estimating principles that are featured in the Cost Estimating Software System (CESS). This instructor-led online training supports the condition assessment process and facility project development. This is a four-week, self-paced course with weekly coaching webinars.

### Course Length

16 hours spread over one month

### Audience

Facility managers, staff using FMSS and PMIS.

### Contact

Mark Tezel, mark\_tezel@nps.gov

### Sign Up

DOI Talent



# Facility Management & Maintenance



# Heavy Equipment Safety Program

### Dates/Location

- April, Catoctin Mountain Park
- Fall, Location TBD

### Course Description

Participants will gain understanding of the importance of heavy equipment safety and its impact on workplace productivity, efficiency, and employee well-being. They will become familiar with relevant regulations, standards, and best practices related to heavy equipment operations.

### Course Length

Varies

### Audience

Heavy equipment operators.

### Contact

David Dorough, david\_dorough@nps.gov

### Sign Up

DOI Talent





# Heavy Equipment Safety Program: Train-the-Trainer

### Dates/Location

- May, location TBD
- October, New River Gorge National Park and Preserve

### Course Description

Using a “Train-the-Trainer” delivery format to provide the students with the information and techniques for training others to perform safe heavy equipment operation. NPS provided training materials and how they are to be used in a training environment, use of technology during equipment training, machine operation safety, applications, limitations, systems, service schedules, and warning signs. Participants will leave with practical knowledge and skills to deliver training to next group of students.

### Course Length

40 hours

### Audience

Heavy equipment operators.

### Contact

David Dorough, david\_dorough@nps.gov

### Sign Up

DOI Talent. Registration opens approximately 45 days in advance.



# Facility Management for First-Line Supervisors

### Dates/Location

- January 30 - February 2, Alaska Regional Office
- February 26 - March 1, Rocky Mountain National Park
- April 15–19, Olympic National Park
- May 13–17, Great Smoky Mountains National Park
- June 3–7, Statue of Libery National Monument
- October 21–25, Midwest Regional Office

### Course Description

This course is designed for new facility management supervisors, facility management supervisors who are new to the NPS, and those who show potential to serve in a facility management supervisory position.

### Prerequisites:

- NPS-MNT1019: NPS-Park Asset Management Plan: Introduction
- NPS-MNT1100: Asset Management: Foundations of Asset Management

### Course Length

3 days in person, with required pre-workshop webinar and e-courses

### Audience

Facility management supervisors.

### Contact

Heidi Van Dunk, heidi\_van\_dunk@nps.gov

### Sign Up

DOI Talent



# Facility Management Professionals Program

### Dates/Location

#### Information Sessions

Interested applicants can learn more at webinars on the following dates:

- January 18, 23, and February 6 at 1 pm (Eastern)

### Program Dates

- August 12–16: Kick-off, National Mine Health and Safety Academy, West Virginia
- August–December: Practicum Experience
- April 7–11, 2025: Capstone Graduation, Washington, DC

### Course Description

This is a rigorous program that requires preparation, self-study, travel, and group work. Application and acceptance into this program opens the door to many opportunities within the NPS for career development and advancement. The objective is to provide comprehensive education to participants on essential topics that are crucial for leaders in facility management.

### Course Length

8 months

### Audience

Facility management and maintenance employees.

### Contact

Heidi Van Dunk, [heidi\\_van\\_dunk@nps.gov](mailto:heidi_van_dunk@nps.gov)

### Sign Up

Apply in DOI Talent between January 22, 2024 and February 23, 2024. Selections will be made in late March. There is no tuition, however travel costs for two in-person classes will be paid by the benefitting account (approximately \$5,000).



# FMSS Fast Track

### Dates/Location

Weekly cohorts, virtual

### Course Description

FMSS Fast Track provides an introduction to the Facility Management Software System (FMSS) for new users. FMSS is an asset management tool used by a wide range of employees. This course provides an overview of terminology and concepts within the FMSS, and then looks at the “core” component of FMSS, the work order. Completion of this course meets the minimum training requirement for access to the FMSS.

### Course Length

8 hours

### Audience

New FMSS users.

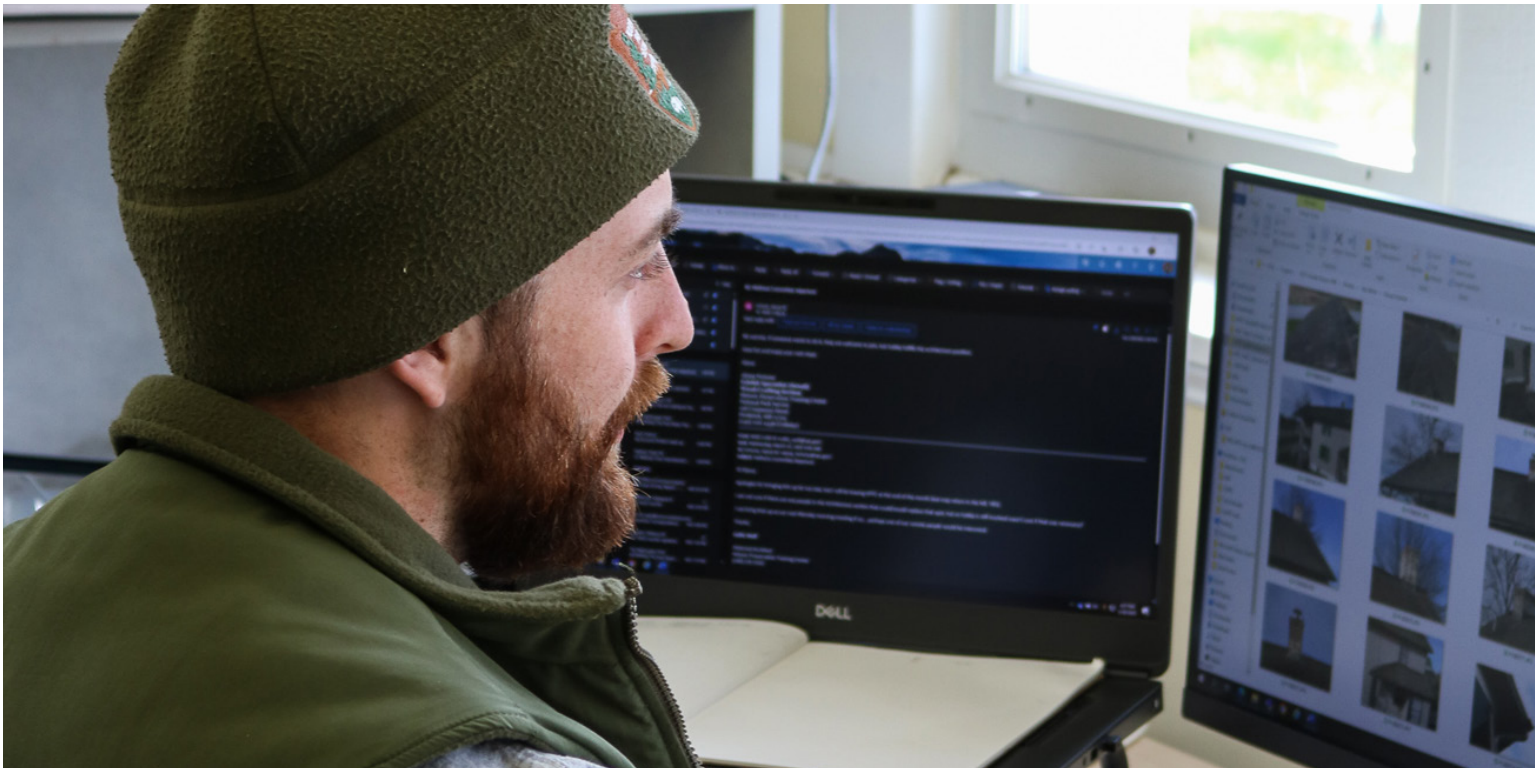
### Contact

Laura Lee Walker, [laura\\_lee\\_walker@nps.gov](mailto:laura_lee_walker@nps.gov)

### Sign Up

New FMSS users requesting access in the Facility User Management Program will be automatically enrolled in the next cohort following their registration. Users will be notified when they may begin course work.

Legacy FMSS users who need to complete FMSS Fast Track should contact: [pfmt\\_amp\\_training\\_team@nps.gov](mailto:pfmt_amp_training_team@nps.gov)



# FMSS Basics

## Dates/Location

- February, virtual
- May, virtual
- August, virtual
- November, virtual

## Course Description

The focus of this course is to provide an overall basic look at the FMSS and to demonstrate how the FMSS is used in the day-to-day work of facility management. The course is spread out over three weeks with micro-learnings, activities in the FMSS Practice/Training environment, and mandatory coaching sessions.

Prerequisite:  
FMSS Fast Track

## Course Length

16 hours spread over 3 weeks

## Audience

FMSS users.

## Contact

Laura Lee Walker, [laura\\_lee\\_walker@nps.gov](mailto:laura_lee_walker@nps.gov)

## Sign Up

DOI Talent



# FMSS Intermediate

## Dates/Location

- March, virtual
- June, virtual
- September, virtual
- December, virtual

## Course Description

This course provides an in-depth look at the FMSS and demonstrates how FMSS is used in the day-to-day work of facility management. This course will educate intermediate FMSS users on job plans, PM records, forecasting, identifying work and analyzing data. The course is spread out over three weeks with micro-learnings, activities in the FMSS Practice/Training environment, and mandatory coaching sessions.

Prerequisite:  
FMSS Basics

## Course Length

24 hours spread over 4 weeks

## Audience

FMSS users.

## Contact

Laura Lee Walker, [laura\\_lee\\_walker@nps.gov](mailto:laura_lee_walker@nps.gov)

## Sign Up

DOI Talent



# FMSS Advanced

### Dates/Location

June, virtual

### Course Description

This course provides an in-depth look at the FMSS and demonstrates how the FMSS is used by facility managers. FMSS Advanced topics include: location records, advanced searches, project management in FMSS, FMSS and CESS, user management and analyzing data. This is a pilot class and topics may change prior to the class session. Additionally, you will be asked to provide input to help determine the final curriculum.

Prerequisite:  
FMSS Intermediate

### Course Length

32 hours spread over 3 weeks

### Audience

FMSS users.

### Contact

Laura Lee Walker, [laura\\_lee\\_walker@nps.gov](mailto:laura_lee_walker@nps.gov)

### Sign Up

DOI Talent



# Interdisciplinary Resource Protection and Law

### Dates/Location

- January, Albuquerque, NM
- April, Midwest Region

### Course Description

This interdisciplinary blended-delivery course provides employees with a solid understanding of the resource mission of the NPS. You will learn about the primary laws, legal authorities, case law interpretation, and policies used to protect park resources. You will also practice using the skills and roles that contribute to effective interdisciplinary group work through resource protection case studies. You will become familiar with the diversity of cultural and natural resources and how to protect them.

### Course Length

- There are 3 parts to this class:
- Two 2-hour webinars
  - Eight self-paced on-line modules
  - 3.5 days of in-person training

### Audience

Facility management employees who work in interdisciplinary teams.

### Contact

Cari Kreshak, [cari\\_kreshak@nps.gov](mailto:cari_kreshak@nps.gov)  
Cathy Purchis, [cathy\\_purchis@nps.gov](mailto:cathy_purchis@nps.gov)

### Sign Up

DOI Talent (NPS-NRS1030). All students will be placed on a wait list. No tuition; travel costs will be paid by the benefitting account.



# Facilities Management Leadership Round Table

### Dates/Location

- April 17, noon (Eastern)
- May 20, noon (Eastern)
- June 19, noon (Eastern)
- July 24, noon (Eastern)

### Course Description

A recurring webinar series covering facilities leadership, including:

- April: Theory, Philosophy, and Practices in the NPS Facilities Workforce
- May: Transformational and Servant Leadership
- June: Leadership in Action: Steering NPS Facility Investment Towards Sustainable Success
- July: Ready, Respond, Recover: Mastering Emergency Preparedness in Parks

### Course Length

1 hour each session

### Audience

Facilities maintenance and facility management employees.

### Contact

Mark Tezel, mark\_tezel@nps.gov

### Sign Up

DOI Talent



# Facilities Operations Round Table Series

### Dates/Location

- April 10, noon (Eastern)
- May 15, noon (Eastern)
- June 12, noon (Eastern)
- July 17, noon (Eastern)

### Course Description

This is a recurring webinar series covering park facilities operations and maintenance. Topics include:

- April: Project planning
- May: Planning Your Budget
- July: Operations and Maintenance Planning
- October: Identifying and Using Other Funding Sources

### Course Length

1 hour each session

### Audience

Facility managers and maintenance supervisors.

### Contact

Mark Tezel, mark\_tezel@nps.gov

### Sign Up

DOI Talent



# Small Engine Repair & Maintenance Essentials

### Dates/Location

All students will join for six theory sessions and then split into two groups (Lab Group A and Lab Group B) for six hands-on lab sessions.

### Theory Sessions

Tuesdays, March 5th through April 9th, 3:30–5 pm (Eastern)

### Lab Sessions

Thursdays, March 7th through April 11th

- 3:30–5 pm (Eastern): Lab Group A
- 5:30–7 pm (Eastern): Lab Group B

### Course Description

This live webinar training will prepare employees to be confident and capable in maintaining the equipment they use in their routine work. This course focuses on the topics of: principles of engine operation; engine components, tools and fasteners; lubrication, cooling, and internal engine repairs; fuel system and carburetion; electrical systems; and preventive maintenance and troubleshooting.

### Course Length

18 hours spread out over 6 weeks

### Audience

Maintenance and grounds employees.

### Contact

Jessica Bender, [jessica\\_bender@nps.gov](mailto:jessica_bender@nps.gov)

### Sign Up

DOI Talent



# Wage Grade Academy

### Dates/Location

March 25–29, TBD

### Course Description

This academy will consist of joint FWS-NPS training and bureau-specific breakout sessions about these organizations' missions and policies, project management, leadership and communication, career advancement, new maintenance and construction technology, and conservation history. Beyond training, this event will foster team-building and networking opportunities between wage grade and general schedule professionals, all aimed at finding effective solutions to workplace challenges.

### Course Length

5 days

### Audience

Wage grade employees and wage supervisors.

### Contact

David Dorough, [david\\_dorough@nps.gov](mailto:david_dorough@nps.gov)

### Sign Up

DOI Talent



# Water/Wastewater Operator

## Dates/Location

- West: March, TBD
- East: November, TBD

## Course Description

Proper operation and maintenance of utility systems require personnel that are trained and knowledgeable about drinking water and wastewater disposal systems, as well as the regulations governing their operation. Federal and state regulations ensure that personnel have a minimum level of knowledge and experience through operator certification. Requirements for certification vary by state, as well as the size and type of the system operated. This 40-hour course provides some of the information a water/wastewater operator must know to pass their state certification exam and provides Continuing Education Units (CEUs) to maintain certifications. Training will also cover the latest updates to NPS and DOI regulations and policy, the opportunity to share problems and solutions related to water treatment facilities, meet US Public Health Officers and tour a water treatment or wastewater plant.

## Course Length

5 days

## Audience

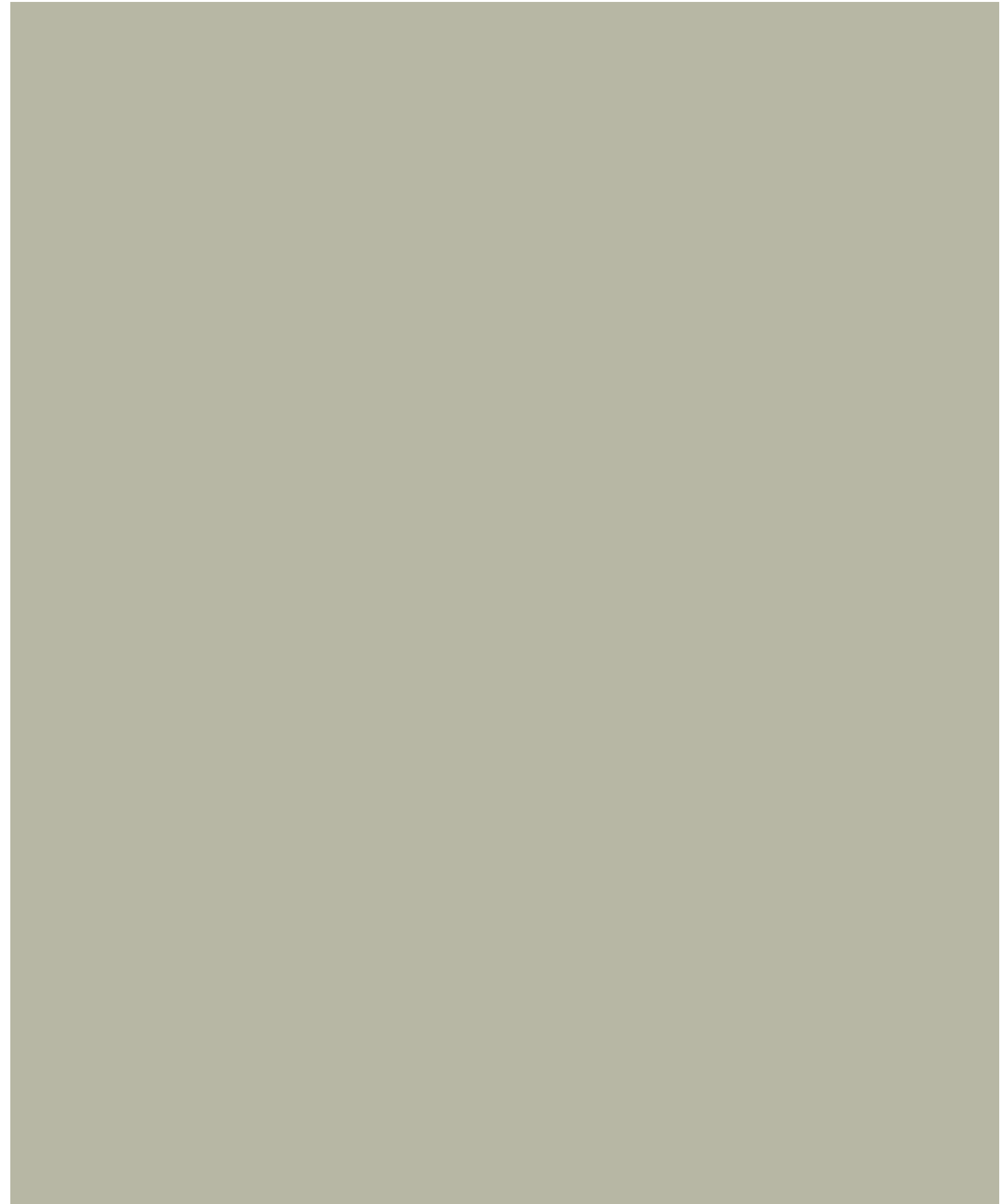
Wage grade employees.

## Contact

Shelia Rushlow, [shelia\\_rushlow@nps.gov](mailto:shelia_rushlow@nps.gov)

## Sign Up

DOI Talent



# Historic Preservation



# Beyond Hands-On Instructor Training

## Dates/Location

- June 10–13, Grand Teton National Park
- October 7–10, Boston, MA

## Course Description

Are you interested in passing on your craft and trade knowledge but haven't had the opportunity to hone your teaching skills? HPTC has partnered with Toponexus to develop a collateral-duty instructor training program based on the "Beyond Hands-On Model" used in BEST workshops. "Beyond Hands-On" takes the traditional "hands-on" skills training approach and integrates it with problem solving and appreciation for historical craft and historic resources, or, as short-hand: hands-on, heads-on, and hearts-on learning. During this interactive workshop, students will be challenged to expand their teaching capacity with new skills, knowledge, and inspiration.

No matter what trade, no matter what the "classroom" looks like, the Beyond Hands-On learning model is universal, digestible, and customizable. This workshop is open to trades instructors, supervisors, mentors, park leads and/or training coordinators. Students in Beyond Hands-On Instructor Training will take a closer look at their own teaching toolbox to reconsider what's working and what's not. Trainees will gain new insights and usable Beyond Hands-On tools to apply to their own practice, and in doing so, will be a part of the movement that takes historic trades training to the next level with this fresh approach.

## Course Length

4 days

## Audience

Trades instructors, supervisors, mentors, park leads and/or training coordinators.

## Contact

[best\\_preservation@nps.gov](mailto:best_preservation@nps.gov)

## More Info

[go.nps.gov/bestpreservation](https://go.nps.gov/bestpreservation)





# Brick, Earth, Stone, and Timber Preservation Workshop Series

## Program Description

The BEST Preservation Workshop Series trains NPS employees at all levels in the preservation of traditionally built historic resources using problem-based and hands-on learning. Participants should be prepared to think critically, make mistakes, and experiment – both physically and mentally – with materials and concepts at the workshop. BEST Preservation Workshops build upon one another, following the natural progression of a historic preservation project. Courses fall into one of four categories (inquiry, documentation & investigation, treatment, and maintenance), that take a project from concept to reality, and from design to implementation.

## 2024 Courses

- Advanced Western Log Preservation and Repair
- Advanced Wood Window Preservation and Repair
- Beginning Historic Wood Window Preservation
- Beginning Wood and Western Log Preservation and Repair
- Beyond Hands-On Instructor Training
- Brick Masonry Preservation and Repair
- Defining the Problem: Diagnosing Historic Building Deterioration
- Dry-Stone Masonry Preservation and Repair
- Earthen Architecture Preservation and Repair
- Guiding Principles for Field-Based Historic Preservation
- National Cemetery Preservation
- Pre-Contact Masonry Preservation and Repair
- Thinking Through Water, Air, and Temperature Issues in Historic Structures
- Training Wheels
- Women’s Beginning Wood and Western Log Preservation and Repair
- Wood and Eastern Log Preservation and Repair

## Tuition

- General participant rate: \$450–750
- College/University student rate (halftime or more in an accredited institution): \$50

## Course Length

3–5 days

## Audience

Federal, state, and local government employees; private sector contractors, consultants, architects, and design professionals; students; nonprofit employees; and homeowners.

## Contact

best\_preservation@nps.gov

## More Info

[go.nps.gov/bestpreservation](https://go.nps.gov/bestpreservation)

# Guiding Principles for Historic Preservation

## Dates/Location

- Minidoka National Historic Site, May 14–16
- Grand Teton National Park, June 4–6
- Grand Canyon National Park, August 6–8
- Acadia National Park, August 27–29
- Joshua Tree National Park, November 5–7

## Course Description

Participants will learn how to make preservation treatment recommendations using national standards and guidelines. Through case studies, discussions, and hands-on activities, participants will learn how to apply fundamental historic preservation concepts in developing treatment recommendations.

## Tuition

- General rate: \$450
- College/University student rate (halftime or more in an accredited institution): \$50

## Course Length

3 days

## Audience

Field staff who work directly on historic structures and/or cultural landscapes.

## Contact

best\_preservation@nps.gov

## More Info

[go.nps.gov/bestpreservation](https://go.nps.gov/bestpreservation)



# National Cemetery Preservation

**Dates/Location**  
April 9–11, Stones River National Battlefield

**Course Description**  
This introductory-level training is designed for non-preservationists that are stewards of NPS national cemeteries. Participants will learn the basic principles and techniques of historic masonry wall repair, monument and grave marker cleaning, turf aeration and overseeding, and tree and shrub pruning. Demonstrations and field practice sessions will be provided.

**Course Length**  
3 days

**Audience**  
Maintenance and grounds employees.

**Contact**  
best\_preservation@nps.gov

**More Info**  
[go.nps.gov/bestpreservation](https://go.nps.gov/bestpreservation)



# Modernizing Historic Buildings: Code Compliance and Implementing Sensitive Upgrades for Rehabilitation Projects

**Dates/Location**  
April 16–17, Fort Vancouver National Historic Site

**Course Description**  
Interventions to an historic building can have major impacts. This course explores rehabilitation projects both small and large, identifying scope that triggers historic and code compliance. Professionals attending this workshop will navigate the laws and standards that apply to historic buildings in the national parks and what information to gather before embarking on a major project. Best practices for structural, mechanical/electrical/plumbing (MEP), life safety, accessibility, and energy upgrades will be presented using case studies that meet the Secretary of the Interior’s Treatment Standards for Rehabilitation. Professionals attending this workshop will learn how to think strategically and creatively to apply successful strategies on their next rehabilitation project.

**Course Length**  
2 days

**Audience**  
Cultural resources and facility management staff involved in project historic preservation project planning.

**Contact**  
Katherine Wonson, [katherine\\_wonson@nps.gov](mailto:katherine_wonson@nps.gov)



# Preservation and Skills Training (PAST) Program

## Dates/Location

- Application period: February 5–29
- Workshops occur August 2024 through May 2025 at multiple NPS sites

## Course Description

This year-long program is a comprehensive historic preservation and trade skills development program specifically designed for the WG maintenance employee. The goal of the PAST Program is to teach participants the foundational knowledge and traditional trade skills required to effectively preserve and maintain our nation's historic resources, and to support the passing of those skills along to the next generation of preservation workers. The PAST Program accepts a cohort of approximately 15 participants each year and offers a blended learning approach. PAST trainees are paired with a preservation mentor to support them throughout their journey in the program and will work alongside instructors and fellow classmates impassioned by the work of historic preservation.

## Course Length

10 months

## Audience

Wage grade maintenance employees.

## Contact

Marcie Markley, [marcie\\_markley@nps.gov](mailto:marcie_markley@nps.gov)

## More Info

[go.nps.gov/pastprogram](https://go.nps.gov/pastprogram)



# Internships



# Build Up Technical Internship Program

### Dates/Location

Rolling dates. Currently the program is open to the Park Planning, Facilities, and Lands Directorate, regional offices, and SES parks only.

Host site application period is October through November.

### Program Description

The Build Up Internship Program is working to expand and diversify the NPS workforce while addressing critical maintenance needs by providing professional experiences in technical fields to students and recent graduates. Interns work in fields including engineering, architecture, community planning, realty services, project management, social sciences, geographic information systems, publication services, and more. Through this program, interns gain experience in their field of expertise, gain exposure to federal public land management, meet new mentors in their disciplines, and learn about potential job opportunities with parks and programs.

### Cost to Park

Host parks are responsible for all associated costs with the intern. HPTC will provide program support, assist with DHA paperwork, and training needs.

### Audience

Students and recent graduates.

### Contact

Michele Bratschun, [michele\\_bratschun@nps.gov](mailto:michele_bratschun@nps.gov)

### More Info

[go.nps.gov/hptc-buildup](https://go.nps.gov/hptc-buildup)



# SkillBridge

## Dates/Location

Rolling dates and locations across the country.

## Program Description

Utilizing the Department of Defense (DOD) SkillBridge Program, the NPS seeks to connect military service members in their last 180 days of service with valuable civilian work experiences and potential career opportunities. SkillBridge participants can expect to work alongside NPS staff or crews, as they practice traditional trade skills and contribute to assigned historic preservation or facility maintenance projects. Training curriculum relies heavily on hands-on, on-the-job training with other formal learning opportunities incorporated as available. The skills learned throughout the SkillBridge program can be applied to a wide variety of career fields, including historic preservation, facility operations, and construction.

## Cost to Park

DOD pays for service members' salaries. Parks may have some costs associated with hosting.

## Audience

Park and regional facility maintenance divisions.

## Contact

Ricardo Diaz, [ricardo\\_diaz@nps.gov](mailto:ricardo_diaz@nps.gov)

## More Info

[go.nps.gov/hptc-skillbridge](https://go.nps.gov/hptc-skillbridge)



# Traditional Trades Advancement Program (TTAP)

## Dates/Location

TTAP accepts applications for internships twice per year: Fall/Winter and Spring/Summer.

TTAP FY25 Host Park Application dates:

- For Fall/Winter interns: February 26 to March 22
- For Spring/Summer interns: July 22 to August 16

## Program Description

The Traditional Trades Advancement Program (TTAP) is a NPS internship program that provides an entry-level opportunity for young adults and veterans to introduce them to the NPS while gaining skills and experience working in the historic preservation trades and maintenance fields. Park site staff can apply to host one or two TTAP interns at their park site for a 26-week span of time. HPTC and partners provide TTAP intern wages, benefits, and some training costs, resulting in minimal cost to parks. Alternatively, park site staff may apply with the intention to fully fund their TTAP intern positions.

## Cost to Park

Host parks may be responsible for associated costs with the interns, depending on funding availability. HPTC will provide program support, assist with PLC paperwork, and training needs.

## Audience

Young adults and military veterans.

## Contact

Claire Finn, [claire\\_finn@nps.gov](mailto:claire_finn@nps.gov)

## More Info

[go.nps.gov/ttap](https://go.nps.gov/ttap)



# Scholarship Opportunities



# NPS Scholarship Opportunities

**NPS Albright-Wirth Grant Program**  
[doimsp.sharepoint.com/sites/nps-waso-training/SitePages/Albright-Wirth-Grant-Program.aspx](https://doimsp.sharepoint.com/sites/nps-waso-training/SitePages/Albright-Wirth-Grant-Program.aspx)

**Facilities Workforce Career Academy (FWCA) Scholarship Fund**  
[forms.office.com/g/uK8WCSeXPF](https://forms.office.com/g/uK8WCSeXPF)  
FWCA offers need-based scholarship awards to defray the cost of attending our trainings. These partial scholarship awards will be distributed on a first-come, first-served basis; limited to one per student/per year.

**L&D Funded Training Scholarships**  
[doimsp.sharepoint.com/sites/nps-waso-training/SitePages/Scholarship-Application.aspx](https://doimsp.sharepoint.com/sites/nps-waso-training/SitePages/Scholarship-Application.aspx)

**Chris P. Robinson International Preservation Trades Exchange Scholarship**  
[historictrades.org/scholarships-fellowships/](https://historictrades.org/scholarships-fellowships/)  
This is an international exchange fund designed to increase the awareness of international traditional trade skills, preservation knowledge, conservation techniques, and understanding of traditional building materials and their relations to the built environment. Scholarship recipients will have the opportunity to work with Historic Environment Scotland. This scholarship covers travel expenses for a two-week intensive experience at Historic Environment Scotland and is open to NPS preservationists and wage-grade trades workers.

**Harrison Goodall Preservation Fellowship**  
[historictrades.org/goodall/](https://historictrades.org/goodall/)  
This fellowship gives participants the opportunity to focus on their professional development within historic preservation, gain access to networking and resources, and learn leadership competencies. Fellows undertake capstone projects that, through mentorship and coaching, will make a meaningful contribution to the broader field of historic preservation and support the stewardship of historic resources. The fellowship awards \$10,000 to support an innovative project in the field of historic preservation.



# e-Courses



## DOI Talent

The following e-courses are one hour in length, unless otherwise noted. To enroll, search for the course in DOI Talent using either the course name or course number.

### **An Employee's Guide to the Workforce Development Program (NPS-MNT6111)**

This course introduces the Workforce Development Guide to facility management employees and provide guidance on how to use the guide and related tools to help them outline their own career development.

### **Asset Management for Senior Park Leaders (NPS-MNT1550)**

This courses uses a “choose-your-own-adventure” approach to allow superintendents, division chiefs, and other park managers to enhance their knowledge of key asset management concepts needed for park management. Components include: overview of PPFL roles and responsibilities, superintendents role in the Asset Management Process, superintendents role in data and project management, and maintenance backlog. Duration: Up to 4 hours

### **Asset Management Reporting System (NPS-MNT2003)**

The Asset Management Reporting System (AMRS) works with FMSS data to help you generate reports that are relevant to your facility management needs. The reports are also used to aggregate information across parks and regions, as well as communicate information on park assets to regional and national offices. This course will familiarize you with the basics of the AMRS and applying it to your park's data.

### **A Supervisor's Guide to the Workforce Development Program (NPS-MNT6110)**

This course is designed to aid supervisors in working with their employees on employee development.

### **Establishing a Preventive Maintenance Program (NPS-MNT2004)**

This course is designed to introduce the student to the basics of preventive maintenance and provide an understanding of the benefits of incorporating regular preventive maintenance into a facility management program. The accompanying PM Desk Reference will offer guidance on using the Facility Management Software System (FMSS) to build preventive maintenance plans.

### **FMSS Fast Track (NPS-MNT1710)**

FMSS Fast Track introduces basic FMSS concepts and delves into the heart of the FMSS, the Work Order. This course is required for all new FMSS users. Duration: 4 hours (optional 1 hour coaching webinar)

### **Foundations of Asset Management (NPS-MNT1100)**

This course introduces you to the Facility Management Program and the Asset Management Process (AMP), an approach to asset management that is based on industry standards.

### **Historic Preservation Fundamentals (NPS-HPS3220)**

An introductory workshop on the essential concepts of preserving historic properties. Participants gain how to distinguish the qualities of a historic property that make it nationally significant, background in how to make decisions about doing work on historic properties to help preserve them, and a baseline vocabulary of professional historic preservation terminology. Duration: 2 hours

# DOI Talent, continued

The following e-courses are one hour in length, unless otherwise noted. To enroll, search for the course in DOI Talent using either the course name or course number.

## **Introduction to the FMSS (NPS-MNT1101)**

In this course, you will learn about tenets of the NPS Asset Management Program and how the NPS uses the FMSS to attain its asset management goals.

## **Labor Reporting in FMSS (NPS-MNT1053)**

The Facility Management Software System provide four separate ways to report labor to work orders. This course provide resources to help users understand the labor reporting mechanism within FMSS, and the stand-alone Work Order Reporting Kiosk (WORK).

## **Land Acquisition Procedures (LAPS) Micro-learning Series (NPS-LANDS1001)**

This course is made up of 21 micro-learning modules that introduce NPS realty specialists and personnel that have lands responsibilities to the LAPS Guide.

## **Land Acquisition for Park Superintendents and Staff: An e-learning series (NPS-LANDS1002)**

This series provides an overview of specific land acquisition topics as they apply to your responsibilities as a superintendent or park employee involved in land acquisition.

## **Lifecycle Business Practices (NPS-MNT1509)**

This course discusses the relationship between the Asset Management Process, asset management tools, and lifecycle business practices.

## **Managing Park Assets: API (NPS-MNT1004)**

Learn about the Asset Priority Index (API) which measures the value of each asset in relation to a park's mission and how to determine the API. This helps parks decide which assets should be retained and at what level they should be maintained.

## **Managing Park Assets: WebCRV (NPS-MNT2007)**

This courses provides an understanding of the Current Replacement Value Calculator and its use and importance to asset management.

## **Mortar Analysis for Historic Masonry Preservation (NPS-HPS3510)**

Learn about the basic composition and function of mortar and the steps needed to conduct a mortar analysis at your home park for historic masonry preservation.

## **Parametric Scoring Process (NPS-MNT1055)**

This course includes resources and a video outlining the concepts behind the parametric scoring process, and how to collect and score parametrics on park locations to determine portfolio level deferred maintenance.

## **Supervising Youth (NPS-HPS1303)**

This course explores the balance between youth development and employment expectations for youth they supervise. Best practices and strategies are discussed, with a focus on how to best help youth gain developmental outcomes while also meeting program outcomes and expectations.

# DOI Talent, continued

## **Skillsoft Safety Training**

The NPS has access to the extensive library of Skillsoft Environmental, Health, and Safety Compliance e-courses. All of these courses are available on DOI Talent. The FWCA recommends these courses, which can be found by searching on their course code in DOI Talent.

- DOT: Air Brakes (ehs\_hsf\_e93\_sh\_enus)
- Electrical Safety Impact: Overhead and Underground Power Lines (ehs\_ci\_a93\_sh\_enus)
- Electrical Safety 2.0 (ehs\_hsf\_b94\_sh\_enus)
- Flagging Safety (ehs\_cal\_a38\_sh\_enu)
- Hazards to Outdoor Workers (ehs\_hsf\_d77\_sh\_enus)
- Heat Stress Recognition and Prevention (ehs\_hsf\_c06\_sh\_enus)
- Hearing Conservation 2.0 (ehs\_hsf\_c95\_sh\_enus)
- Machine Guarding 2.0 (ehs\_hsf\_a66\_sh\_enus)
- Mobile Elevating Work Platforms (ehs\_hsf\_f52\_sh\_enus)
- Safe Vehicle Backing (ehs\_hsf\_d29\_sh\_enus)
- Trenching and Excavation Safety (ehs\_hsf\_c07\_sh\_enu)
- Welding; Cutting; and Brazing (ehs\_hsf\_d09\_sh\_enus)
- Welding Impact: Fire Prevention Techniques (ehs\_ci\_a40\_sh\_enus)
- Welding Impact: Handling and Storing Gas Cylinders (ehs\_ci\_a45\_sh\_enus)
- Welding Impact: Health Hazards (ehs\_ci\_a42\_sh\_enus)
- Welding Impact: PPE Requirements (ehs\_ci\_a43\_sh\_enus)





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