



Reports to: Kimberly Palma-Ortega

Location: Las Vegas, Nevada (In-Person)

Tribal Preparedness Program Internship

Nevada Office of Emergency Management / Homeland Security

Position Summary

The Tribal Preparedness Program Internship offers students the opportunity to learn how emergency management operates in partnership with Nevada's Tribal Nations. The program is designed to help students build foundational skills while contributing to efforts that strengthen safety, resilience, and collaboration across Nevada's Tribal communities.

Key Projects & Learning Opportunities:

- Exposure to Tribal emergency preparedness, cultural considerations in emergency planning, and the unique needs of sovereign Tribal communities.
- Practical experience supporting preparedness activities, community outreach, planning efforts, and interagency coordination.

Knowledge & Skills Expected from Internship:

- Students learn the basics of how the state responds to disasters; who does what, how decisions are made, and how agencies work together during emergencies.
- They gain familiarity with key emergency plans, mutual aid agreements, and the process for declaring emergencies or disasters.
- Students learn how hazards are identified, how preparedness plans are created, and how training and exercises are developed to strengthen community readiness.
- Students get exposure to important national frameworks like NIMS, ICS, and the National Response Framework, which guide how responders coordinate during crises.

Topics You Will Be Exposed To:

- Federal and state funding sources, laws and regulations related emergency management and homeland security
- Nevada's emergency management plans, agreements, mutual aid process, and emergencies declaration procedures
- Basic elements of recovery (to include public and individual assistance), mitigation, and fiscal operations, requirements of the National Response Framework, the National Incident Management System, and the Incident Command System, and about the State of Nevada budgeting process.
- Training and exercise program development, including Threat Hazard Identification Risk Assessment and Integrated Preparedness Planning
- Emergency Support Functions, core capabilities, and community lifelines
- Various emergency management technological tools to include WebEOC, alert and notification systems, interoperable communications, and 911 interoperability
- The State Emergency Duty Officer program

2478 Fairview Drive • Carson City, Nevada 89701 • 775.687.0300

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by building a more resilient Nevada through coordination and partnerships*



Compensation:

- Unpaid

Work environment:

This internship offers experience working with different aspects of Emergency Management, including planning, training, exercises, response, recovery, mitigation, grants, tribal, local partners, and non-governmental agencies.

The position is primarily in person, with occasional in-person activities such as presentations, community outreach, program implementation, or meetings at the Nevada Office of Emergency Management.

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