

Achieving The Learning Organization:

An Interagency After Action Review (AAR) Workshop for Prescribed Fire and Fire Use Managers

Sponsored by the Interagency Wildland Fire Lessons Learned Center and leaders from the Great Basin Fire Use Community, the workshop will be held on Thursday **April 15, 2004** in Salt Lake City, Utah:

Workshop Location:

*HOLIDAY INN HOTEL & SUITES – AIRPORT
5575 West Amelia Earhart Drive
Salt Lake City, UT 84116
(801) 537-7020 Phone
(801) 537-1072 FAX*

We have reserved 50 rooms at the government rate of \$80/night. Attendees should stay at this hotel because the workshop will be held in the hotel conference room. There is a free shuttle between the airport and the hotel.

Target Audience:

Prescribed fire and wildland fire use managers (trainees, novices, and experienced) responsible for the planning and implementation of fire use events within the Great Basin are invited to participate in a “train the trainer” session where they will learn how to implement the AAR process in their operations. The AAR process is key to improving safe work performance in all wildland fire operations. Although this workshop is targeted for fire use managers, these concepts can be applied to all fire management activities.

Workshop Content:

Harvard Business School Professor and Learning in Action Author David Garvin will coordinate and instruct this one-day seminar for up to 50 Great Basin prescribed fire and fire use managers. Garvin has worked closely with the U.S. Army on their After Action Review (AAR) process and the “learning after doing” concept. These concepts are examined in his book and his teaching practices.

The workshop will consist of three Parts, all applied to prescribed fire and wildland fire use operations:

- 1) Overview of the learning organization and its core processes
- 2) View the US Army video on AAR's and Center for Army Lessons Learned and then discuss approaches to using AARs.
- 3) Working in groups, students will practice effective AAR facilitation after viewing a prescribed burn AAR and learning facilitation techniques.

Garvin will teach all sessions with the exception of Part 3 where he will be assisted by the Wildland Fire Lessons Learned Center Managers and the Great Basin Regional Fuels Specialist.

After Action Reviews: Seizing the Chance to Learn

The AAR process has been successfully institutionalized in many military and private sector organizations. The process has become standard operating procedure for capturing and disseminating critical organizational knowledge. Like many other organizations, the prescribed fire and fire use community continually experiences learning that remains isolated, short-lived and trapped in the memories of individuals or separate units. The AAR begins a process that consolidates, distills and disseminates knowledge throughout the entire community of practice. At both organizational and individual levels, AARs will help hone prescribed fire and wildland fire use skills, knowledge and abilities.

Please review what is currently provided on AARs on the Leadership Development Web site at:

http://www.fireleadership.gov/toolbox/after_action_review/index.html

Schedule:

Thursday, April 15, 2004 7:45 a.m. – 5:00 p.m.

Registration:

Registration is due by **Friday April 2, 2004**. A completed NWCG nomination form (available @ http://www.nartc.net/forms/nwcg_nom_form.pdf or http://www.nartc.net/forms/nwcg_nom_form.rtf) should be emailed or faxed to the Wildland Fire Lessons Learned Center. There is no registration fee or tuition for the workshop.

Email the nomination form to Dave Christenson @ dchristenson@fs.fed.us or fax the form to the Lessons Learned Center at (520) 670-6413.

Participant Training Package:

In addition to the training, each participant will receive:

- **Learning in Action: A Guide to Putting the Learning Organization to Work** authored by Dr. David Garvin and published by the Harvard Business School Press
- **AAR Videotape** to help others catch the vision of the AAR potential and assist the trainer in communicating the real value of institutionalizing AARs as a routine practice in prescribed fire
- **The AAR Rollup Process Guide for Supervisors, Managers and Leaders** provided by the Interagency Wildland Fire Lessons Learned Center

- **A Network Map of Prescribed Fire Subject Matter Experts** created by the efforts of the prescribed fire community of practice in conjunction with the Interagency Wildland Fire Lessons Learned Center

Workshop is sponsored by:

Prescribed Fire/Learning Organization Advisory Group
to the Lessons Learned Center:

Dave Thomas, USFS, Ogden, UT
Brett Fay, USFS, Cedar City, UT
Guy Pence, USFS, Boise, ID
Mark Beighley, USFS, Washington, D.C.
Curtis Heaton, USF&WS, Buenos Aires Wildlife Refuge, AZ
Jim Cook, USFS, Boise, ID
Morgan Beveridge, BIA, Aberdeen, SD
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Geoff Babb, The Nature Conservancy
TBA, State/Local Representative

For Additional Information:

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02/11/04