North Valley Animal Disaster Group Standard Operating Guidelines

Title: VOLUNTEER REQUIREMENTS

Objective: To provide a clear guide of what is required to become a deployable volunteer during an incident, and how to keep current

Description:

During ordinary disaster incidents only trained NVADG Disaster Service Worker volunteers are activated for emergency sheltering and evacuation. All new volunteers are required to attend a 16-hour training.

The 16-hour orientation training covers the required overview for animal disaster response as a Disaster Service Worker. Volunteers will become familiar with the Incident Command System, hygiene and disinfecting protocols, animal handling/care best practices, radios, hazards, safety and more. The 16-hour training qualifies a volunteer for shelter support work. Additional trainings take place throughout the year for the functions that require a higher level of performance. These includes: Evacuation, Radio Operators, Dispatchers, Shelter Leadership, Volunteer Management, Media/PIO, Group Management, and more.

Disaster Service Worker: To be eligible for deployment, you must be sworn in as a Disaster Service Worker. This is done at the Annual Training. For additional information, refer to the Disaster Service Worker SOG.

Background Check: It is a requirement of Butte County that all volunteers pass a background check. Refer to the Background Checks SOG for additional information.

Annual Fee: There is an annual fee that covers the entire year of training, including the Annual Training. Optional specialized classed, available through the California State Fire Training, etc, may have an additional service fee. The applicant is also responsible for any fees associated with the Livescan background check. Refer to the Background Checks SOG for additional information. There are no refunds, so when you register and pay, be sure to keep that weekend free! If you don't make it, you will receive a Donation Receipt, as your fee will revert to a

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donation to NVADG. This fee is waived for the current year Board of Directors and Executive Director.

Auditing the Classes: If you wish to audit the class, but not become a NVADG volunteer and certified Disaster Service Worker, then you will not be required to get a Background Check, however the annual training fee still applies – even If you just attend a single class.

Community Outreach: New and returning volunteers are highly encouraged to help with at least one Community Outreach event each year. You may sign up for an event on your Better Impact Personal Portal.

Instructions to Register for New Volunteer Training:
1. Go to the New Volunteer Profile and Registration page on the NVADG website. Read and understand the agreement, then complete your Personal Profile information for our volunteer database. You will sign up for your Better Impact account here.

2. Pay the Annual Training Fee using the PayPal link. You do not have to have a PayPal account to use this online payment method.

Recency: Attendance in the Annual Refresher is required annually if you wish to participate in the following:

- Evacuation Team
- Technical Rescue Team
- Out-of-County/Out-of-Country Mutual Aid
- Supervisory or Lead Positions

Annual attendance of the Annual Refresher is highly recommended for all returning volunteers so that they may obtain critical updates on new equipment and protocols. If a volunteer has not attended an incident or training within three years, they will be considered for termination.

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More Information on FEMA Courses

ICS (incident Command System) courses are identified as "IS" in the FEMA course directory.
ICS 200: Basic Incident Command System
ICS 300: Intermediate Incident Command System
ICS 700: National Incident Management System
ICS 800: National Response Plan (NRP)

 * FEMA's Emergency Management Institute (EMI) Independent Study Program (ISP) Courses

- IS-29 Public Information Officer Awareness
  http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-29
- IS-42 Social Media in Emergency Management
  http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-42
- IS 244-B Developing and Managing Volunteers
  http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-244.b
- IS-10.A: Animals in Disaster: Awareness and Preparedness
  http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=is-10.a
- IS-11.A: Animals in Disasters: Community Planning
  http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=is-11.a

Refer to the Background Checks SOG for additional information

Related Documents Attached: n/a

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