

EMERGENCY RESPONSE VOLUNTEER

Portfolio, Branch	Community Connection - Utilities
Reports To	EM & WHS Specialist
Location	Localised within the Queanbeyan-Palerang local government area

Primary Purpose

To volunteer for a functional position to assist leading up to and during an emergency, through to the early stages of recovery. Provide support to the community in consultation with the Local Emergency Operations Committee/Emergency Operations Centre across a range of areas but within the volunteers' area of interest and expertise.

Key Tasks

- During periods of low risk or quiet times, maintain networks and participate in scheduled catch-ups to review preparedness and resilience of the community and relevant operational systems.
- During an emergency, provide assistance to the Emergency Operations Centre's (EOC) functional areas by supporting evacuation efforts (involving people and animals), providing intelligence to the EOC, sharing information with the public and stakeholders, cataloguing any impromptu volunteering that is occurring on the ground and, where possible, responding to individual requests for information or action from the EOC.
- Support early recovery efforts in line with the volunteer's skills and capabilities.
- Comply with workplace health and safety, risk, environmental and quality (HSEQ) objectives and targets.
- Other tasks that are in the volunteer's skills and capabilities, as required and as agreed.

Preferred capabilities

- An interest in emergency management.
- General understanding and knowledge of the local community.
- Good communication skills and ability to build networks.
- Calm and considered demeanour in the face of adversity.

Key stakeholders

1. Internal - QPRC staff, managers and elected members of Council
2. External stakeholders within the relevant Queanbeyan-Palerang local government area.

Standards

Performance is measured against QPRC's values (shown below) and the Ethical Framework for the Government Sector that requires those representing government to be apolitical and professional in implementing the decisions of the government of the day.



our reputation matters

Functional Positions

Large Animal Support

Build networks of community minded people and organisations within the local government area and beyond in order to be able to rally to support families who have evacuated large or farm animals.

- Utilise networks to source equipment to loan to those who have evacuated but may have been left behind ie. water or feed buckets, shovels, rakes for cleaning pens out etc.
- Utilise networks to connect with animals owners who have evacuated their animals, in consultation with Local Land Services, to see what assistance they might need.
- Utilise networks to check on evacuated animals when families are not able to stay with their animals ie. if the individual returns home to stay and defend.
- Gather statistics on the number of animals

EM Recovery Connect

- Identify who has been impacted in your community and identify impacts to feed into the impact schedule.
- Pass on information to those impacted about available supports.

EM Community Connect

- Be a part of a local network to build an understand your community's strengths and weaknesses as they relate to emergency management.
- In consultation with the Local Emergency Management Committee, be a part of a local network to build a picture and support vulnerable people in your area to plan and respond to emergencies.
- Work with the Local Emergency Management Committee to build resilience across the community around emergency management.
- Be a part of a local network to assist first responders to
- Be part of a local network to build a contact directory for your local area identifying resources (physical and human) that could be deployed during an emergency for the benefit of the community.