



Training Information Bulletin

TRAINING COURSES AVAILABLE UPON REQUEST

Length: 2 Days

Cost:

There is no fee for the course. SOEM provides course materials and instructors. Food, lodging & transportation costs are the responsibility of participants.

Completion:

Participants who actively participate and attend all hours of the program will receive a Certificate of Completion for the course.

How to Request this Course:

Request this course through your County Emergency Manager.. County Emergency Managers, please submit a course request form through your SOEM Regional Office

Contact Us:

New York State Office of Emergency Management
Training & Exercises Section
(518) 292-2351
OEMTraining@dhses.ny.gov
<http://www.dhses.ny.gov/oem/training/>

DEVELOPING VOLUNTEER RESOURCES

Description

Volunteers represent a wealth of talent that, when systematically applied, can significantly upgrade an emergency management program. The focus of the course is on maximizing the effectiveness of volunteer resources by implementing a people-oriented system that addresses defining volunteer roles, designing a plan of action and recruiting volunteers, orienting and training individuals who volunteer, and motivation and maintenance of a successful program. By the conclusion of the course, participants will be able to make appropriate volunteer assignments that enhance the effectiveness of an integrated emergency management system. The use of this approach will maintain and/or increase the skill and motivation levels of volunteers in any system.

Topics & Issues to be Covered

- Why Volunteers?
- Designing a Volunteer Program
- Training Volunteers
- Motivating Volunteers
- Managing Walk-in Volunteers During an Emergency
- Maintaining a Viable Volunteer Program

Prerequisites

Fundamentals (or Principles) of Emergency Management G-230 (suggested). The training course will briefly cover important DHS initiatives. As such, participants are recommended to complete the following

IS courses: IS-700, *NIMS, An Introduction*, IS-800.B, *NRF, An Introduction*, to enhance the learning experience.

Who Should Attend?

This course is has been designed for all representatives of municipal government and private sector disciplines that work together in planning and response to disasters and emergencies. Candidates for this course who are responsible for Emergency Management or Public Safety programs are strongly encouraged to attend. This should include elected officials, police, fire, emergency medical services, public works officials or any public and private emergency management program managers.