



ANIMAL EMERGENCY RESPONSE SHELTER MANAGER

RESOURCE CATEGORY	Animal Emergency Response
RESOURCE KIND	Personnel
OVERALL FUNCTION	<p>The Animal Emergency Response Shelter Manager provides leadership, supervision, and administrative support for the operation and demobilization of a temporary animal shelter in one or more of the following competency areas:</p> <ol style="list-style-type: none"> 1. Companion animals, including pets, service animals, and assistance animals 2. Livestock, including food or fiber animals and domesticated equine species 3. Wildlife animals, captive wildlife, and zoo animals 4. Laboratory animals
COMPOSITION AND ORDERING SPECIFICATIONS	<ol style="list-style-type: none"> 1. This position can be ordered as a single resource or in conjunction with a NIMS typed team (Animal Sheltering Team Animal Only Shelter, Animal Sheltering Team Cohabitated Shelter). 2. Discuss logistics for deploying this position, such as security, lodging, transportation, and meals, prior to deployment 3. This position typically works 12 hours per shift, is self-sustainable for 72 hours, and is deployable for up to 14 days 4. Requestor specifies competency areas necessary based on the animal population the position will serve 5. Requestor orders a Type 1 or Type 2 Animal Emergency Response Shelter Manager based on numerous factors, including: <ol style="list-style-type: none"> a. Availability of established or identified buildings, utilities, ventilation, and supply lines b. Availability of animal exercise areas c. Environmental conditions d. Feasibility of species colocation e. Number of animals needing shelter

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 1 is the highest qualification level.

COMPONENT	TYPE 1	TYPE 2	NOTES
DESCRIPTION	<p>Same as Type 2, PLUS:</p> <ol style="list-style-type: none"> 1. Oversees setup, operations, and demobilization of a complex temporary animal shelter on a site without existing facilities 2. Determines site suitability for a temporary animal shelter, based on animal populations and species needing shelter 3. Designs a temporary animal shelter, including ventilation, electricity, water, exercise areas, and other facilities 4. Establishes a supply line for a temporary animal shelter 5. Equips and organizes a temporary animal shelter 6. Plans security for a temporary animal shelter 7. Plans for and sets up isolation, quarantine, and decontamination facilities, as necessary 	<ol style="list-style-type: none"> 1. Oversees setup, operations, and demobilization of a temporary animal shelter 2. Organizes and supervises all onsite staff and volunteers; delegate tasks, communicates instructions, enforces policies, and sets priorities 3. Manages information and facilitates communications to, from, and within the team 4. Ensures compliance with animal sheltering and animal welfare standards 5. Ensures facility and equipment maintenance, safety and biosecurity protocols, sanitation procedures, and general upkeep 6. Helps identify and allocate resources to support the shelter 	Not Specified
EDUCATION	Not Specified	Not Specified	Not Specified



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COMPONENT	TYPE 1	TYPE 2	NOTES
TRAINING	Same as Type 2	1. IS-100: Introduction to the Incident Command System, ICS-100 2. IS-200: Incident Command System for Single Resources and Initial Action Incidents 3. IS-300: Intermediate Incident Command System for Expanding Incidents 4. IS-700: National Incident Management System, An Introduction 5. IS-800: National Response Framework, An Introduction	Not Specified
EXPERIENCE	Same as Type 2, PLUS: Knowledge, Skills, and Abilities: 1. Knowledge of facility/site acquisition or identification 2. Knowledge of facility/site planning 3. Knowledge of facility renovation management Experience: Demonstrated experience in performing tasks required to set up a temporary animal shelter, including designing a shelter/facility layout and establishing organizational systems and workflow to ensure effective and efficient facility operations	Knowledge, Skills, and Abilities: Knowledge of facility management and maintenance Experience: Two years of experience managing an animal shelter or equivalent facility	Not Specified
PHYSICAL/MEDICAL FITNESS	Same as Type 2	1. Performs duties under arduous circumstances characterized by working consecutive 12-hour days under physical and emotional stress for sustained periods of time 2. Is able to work while wearing appropriate Personal Protective Equipment (PPE) 3. Keeps immunizations up to date and commensurate with mission	PPE is mission specific and may vary by work environment; it includes protective footwear, protective clothing for skin exposure, eye and ear protection, respirators, gloves, and masks.
CURRENCY	Functions in this position during an operational incident, exercise, drill, or simulation at least once every three years	Functions in this position during an operational incident, exercise, drill, or simulation at least once every five years	Not Specified
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	Not Specified	Not Specified	Not Specified



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NOTES

Nationally typed resources represent the minimum criteria for the associated component and capability.

REFERENCES

1. FEMA, NIMS 508: Animal Sheltering Team – Animal-Only Shelter
2. FEMA, NIMS 508: Animal Sheltering Team – Cohabitated Shelter
3. FEMA, NIMS 508: Animal Sheltering Team – Collocated Shelter
4. FEMA, NIMS Guideline for the National Qualification System, November 2017
5. National Alliance of State Animal and Agricultural Emergency Programs (NASAAEP) Emergency Animal Sheltering Best Practices, September 2014
6. Association of Shelter Veterinarians (ASV) Guidelines for Standards of Care in Animal Shelters, 2010