



Position Qualification for Critical Transportation  
Incident Management

## EVACUATION COORDINATION TEAM LEADER

<b>RESOURCE CATEGORY</b>	Incident Management
<b>RESOURCE KIND</b>	Personnel
<b>OVERALL FUNCTION</b>	The Evacuation Coordination Team Leader provides oversight and coordination of the Evacuation Coordination Team
<b>COMPOSITION AND ORDERING SPECIFICATIONS</b>	<ol style="list-style-type: none"> <li>1. This position can be ordered as a single resource or in conjunction with a NIMS typed team (Evacuation Coordination Team).</li> <li>2. Discuss logistics for deploying this position, such as working conditions, length of deployment, security, lodging, transportation, and meals, prior to deployment</li> </ol>

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	SINGLE TYPE	NOTES
<b>DESCRIPTION</b>	<p>The Evacuation Coordination Team Leader:</p> <ol style="list-style-type: none"> <li>1. Coordinates with key local, regional, state, and Federal partners to establish and implement effective evacuation, shelter-in-place, and re-entry activities</li> <li>2. Establishes, in coordination with members of the Evacuation Coordination Team, an evacuation strategy for impacted populations</li> <li>3. Communicates evacuation strategies with Incident Commander (IC), Emergency Operations Center (EOC) manager, and other officials, in collaboration with transportation, emergency management, mass care, emergency assistance, housing, human services, logistics and resources, and public safety and security representatives</li> <li>4. Coordinates basic mass care services, including accommodations for individuals with access and functional needs (AFN)</li> </ol>	Not Specified
<b>EDUCATION</b>	Not Specified	Not Specified
<b>TRAINING</b>	<p>Completion of the following:</p> <ol style="list-style-type: none"> <li>1. IS-29: Public Information Officer Awareness</li> <li>2. IS-42: Social Media in Emergency Management</li> <li>3. IS-100: Introduction to the Incident Command System, ICS-100</li> <li>4. IS-200: Basic Incident Command System for Initial Response, ICS-200</li> <li>5. IS-250: External Affairs: A New Approach to Emergency Communication and Information Distribution</li> <li>6. ICS-300: Intermediate Incident Command System for Expanding Incidents</li> <li>7. IS-368: Including People with Disabilities and Others with Access and Functional Needs in Disaster Operations</li> <li>8. ICS-400: Advanced Incident Command System for Command and General Staff - Complex Incidents</li> <li>9. IS-405: Overview of Mass Care/Emergency Assistance</li> <li>10. IS-700: National Incident Management System, An Introduction</li> <li>11. IS-800: National Response Framework, An Introduction</li> <li>12. IS-922: Applications of GIS for Emergency Management</li> <li>13. American Red Cross: Shelter Operations and Simulation, or equivalent</li> </ol>	Not Specified



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COMPONENT	SINGLE TYPE	NOTES
<b>EXPERIENCE</b>	1. Five years of experience in EOC operations in a state or local transportation, emergency management, or logistics role during three or more EOC evacuation exercise activations or during one lengthy real-world activation (at least one week), involving evacuation, shelter-in-place, or re-entry activities 2. Experience with multi-jurisdictional, interagency communication coordination 3. Experience establishing and making decisions related to evacuation routes and zones 4. Experience determining timing of re-entry 5. Experience coordinating messaging on evacuation and re-entry policies	Not Specified
<b>PHYSICAL/MEDICAL FITNESS</b>	Light	The NIMS Guideline for the National Qualification System (NQS) defines Physical/Medical Fitness levels for NIMS positions.
<b>CURRENCY</b>	Functions in an evacuation position during a multi-operational incident, planned event, exercise, drill, or simulation at least once every two years	Not Specified
<b>PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS</b>	Not Specified	Not Specified



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## NOTES

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

## REFERENCES

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1. FEMA, NIMS 508: Evacuation Coordination Team
2. FEMA, NIMS 509: Incident Commander
3. FEMA, NIMS 509: Public Information Officer
4. FEMA, NIMS 509: Transportation Specialist
5. FEMA, NIMS 509: Traffic Control Specialist
6. FEMA, NIMS 509: Mass Care Specialist
7. FEMA, National Incident Management System (NIMS), October 2017
8. FEMA, NIMS Guideline for the National Qualification System, November 2017