

**MASS EVACUEE SUPPORT TEAM LEADER**

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| <b>RESOURCE CATEGORY</b>                       | Mass Care Services   |
| <b>RESOURCE KIND</b>                           | Personnel  |
| <b>OVERALL FUNCTION</b>                        | The Mass Evacuee Support Team Leader oversees the operational coordination of mass evacuee support services  |
| <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 (Mass Evacuee Support 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> <li>3. Requestor may specify any additional qualifications necessary based on incident complexity and needs</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          | TYPE 1   | TYPE 2   | NOTES  |
|--------------------|--|--|--|
| <b>DESCRIPTION</b> | Same as Type 2, PLUS:<br>The NIMS Type 1 Mass Evacuee Support Team Leader oversees the operational coordination of mass evacuee support services at large (1,500 disaster survivors or more per day) mass evacuee sites and recruits, assigns, and oversees Deputy or Assistant Supervisory staff. | The National Incident Management System (NIMS) Type 2 Mass Evacuee Support Team Leader oversees the operational coordination of mass evacuee support services at small (fewer than 500 disaster survivors per day) to medium-sized (fewer than 1,500 disaster survivors per day) mass evacuee sites and:<br><ol style="list-style-type: none"> <li>1. Ensures overall responsibility for ensuring sites are fully operational, supplied, and staffed</li> <li>2. Monitors and adjusts team staffing levels as needed</li> <li>3. Monitors resource burn-rates and plans for replenishment</li> <li>4. Coordinates with other Operations Section groups supporting the mass evacuation effort</li> <li>5. Reports to the Mass Care Group Supervisor, Operations Section Chief, Mass Evacuee Support Task Force Leader, or a designated Authority Having Jurisdiction (AHJ) contact</li> </ol> | Not Specified  |
| <b>EDUCATION</b>   | Not Specified  | Not Specified  | Not Specified  |
| <b>TRAINING</b>    | Same as Type 2   | Completion of the following:<br><ol style="list-style-type: none"> <li>1. IS-100: Introduction to the Incident Command System, ICS-100</li> <li>2. IS-200: Basic Incident Command System for Initial Response, ICS-200</li> <li>3. IS-700: National Incident Command System, An Introduction</li> <li>4. IS-800: National Response Framework, An Introduction</li> </ol>   | Just-in-time training on AHJ evacuee processes, procedures, and systems. |



| COMPONENT   | TYPE 1  | TYPE 2   | NOTES   |
|---|---|--|---|
| <b>EXPERIENCE</b>   | <p>Experience:</p> <ol style="list-style-type: none"> <li>1. One additional year of operational incident experience in a mass care/emergency assistance leadership role</li> <li>2. Two years supervisory experience</li> </ol> | <p>Knowledge, Skills, and Abilities:</p> <ol style="list-style-type: none"> <li>1. General knowledge of mass evacuee support requirements and its place within mass evacuation operations</li> <li>2. Ability to adapt to the AHJ's specific mass evacuee support requirements</li> <li>3. Knowledge of the roles and responsibilities of the State Mass Care Coordinator (or equivalent)</li> <li>4. General knowledge of emergency management structures</li> <li>5. Ability to communicate effectively (verbally and in writing)</li> </ol> <p>Experience:</p> <ol style="list-style-type: none"> <li>1. One year of operational incident experience, equivalent participation in exercises, drills, or simulations</li> <li>2. Experience conducting staff meetings, delegating tasks, and communicating instructions</li> <li>3. Experience with future planning</li> <li>4. One year supervisory experience</li> </ol> | Not Specified   |
| <b>PHYSICAL/MEDICAL FITNESS</b>                               | Same as Type 2  | Arduous  | The NIMS Guideline for the National Qualification System (NQS) defines Physical/Medical Fitness level for NIMS positions.   |
| <b>CURRENCY</b>   | Same as Type 2  | <ol style="list-style-type: none"> <li>1. Functions in this position during an operational incident, planned event, exercise, drill, or simulation at least once every two years</li> <li>2. Background checks as applicable law permits and requires</li> </ol>   | Provider must carry out and use any background checks as applicable law specifies. This may include background check completed within past 12 months; sex-offender registry check; and a local, state, and a local, state, and national criminal history. |
| <b>PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS</b> | Not Specified   | Not Specified  | Not Specified   |



Position Qualification for Mass Care Services  
Mass Care Services

## NOTES

Nationally typed resources represent the minimum criteria for the associated category.

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## REFERENCES

1. FEMA, NIMS, 509: Mass Care Specialist
2. FEMA, NIMS, 509: Mass Evacuee Registration and Tracking Specialist
3. FEMA, NIMS, 509: Mass Evacuee Support Task Force Leader
4. FEMA, NIMS, 508-9: Mass Evacuee Support Team
5. FEMA, National Incident Management System (NIMS), October 2017
6. FEMA, NIMS Guideline for the National Qualification System (NQS), November 2017