



Position Qualification for Mass Care Services
Mass Care Services

DISTRIBUTION OF EMERGENCY SUPPLIES (DES) TEAM LEADER

RESOURCE CATEGORY	Mass Care Services
RESOURCE KIND	Personnel
OVERALL FUNCTION	The Distribution of Emergency Supplies (DES) Team Leader manages fixed or mobile emergency supply distribution activities
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 (Drive-Through or Pedestrian Point of Distribution Team or Mobile Distribution Team).2. Discuss logistics for deploying this position, such as working conditions, length of deployment, security, lodging, transportation, and meals, prior to deployment3. The position typically works 12 hours per shift, is self-sustainable for 72 hours and is deployable up to 14 days4. Requestor may specify any additional qualifications necessary based on incident complexity and needs

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	A Type 1 DES Team Leader manages distribution activities, whether fixed or mobile, to support an affected population of up to 20,000 people per day	<p>A Type 2 DES Team Leader manages distribution activities of a Mobile Distribution, Pedestrian POD or Drive-Through POD Team to support an affected population of up to 10,000 people per day and:</p> <ol style="list-style-type: none">1. Establishes and maintains the team's safety and security standards, command and control and internal and external communications2. Supervises and directs operations, including loading, unloading, distribution and resupplying commodities, in an orderly, efficient and safe manner3. Maintains accountability for all commodities received, on hand and distributed4. Ensures equipment's inspection, maintenance and safe use5. Coordinates site operations with the DES Task Force and the Donations Coordination Task Force6. Communicates and coordinates with the Public Information Officer (PIO) or External Affairs Representative and the Logistics Section <p>When working in a mobile distribution setting:</p> <ol style="list-style-type: none">1. Plans mobile delivery routes based on population density, geography, distance between affected populations, delivery vehicle availability, staff availability and vehicle load capacity2. Supervises and directs operations such as resupply, traffic flow and security3. Ensures each team of distribution workers includes at least one person with a license and authorization to drive the designated vehicle	Not Specified
EDUCATION	Not Specified	Not Specified	Not Specified
TRAINING	Same as Type 2, PLUS: <ol style="list-style-type: none">1. IS-27 Orientation to FEMA Logistics2. IS-405: Mass Care/Emergency Assistance Overview3. IS-703: NIMS Resource Management	<p>Completion of the following:</p> <ol style="list-style-type: none">1. IS-26: Guide to Points of Distribution or equivalent2. IS-100: Introduction to the Incident Command System, ICS-1003. IS-200: Basic Incident Command System for Initial Response, ICS-2004. IS-700: National Incident Management System, An Introduction5. IS-800: National Response Framework, An Introduction	The NIMS Training Program defines a national baseline to guide and promote NIMS training. It provides recommendations to assist Authorities Having Jurisdiction (AHJ) in developing their own training plans, tailored to their specific needs



COMPONENT	TYPE 1	TYPE 2	NOTES
EXPERIENCE	Same as Type 2, PLUS: Knowledge, Skills and Abilities: 1. Conducts staff meetings, delegates tasks and communicates instructions 2. Understands the emergency distribution role during declared disasters	Knowledge, Skills and Abilities: 1. Communicates effectively, both verbally and in writing 2. Manages diverse supply operations with workers that may include volunteers and employees 3. Manages multiple priorities and tasks simultaneously 4. Tracks commodities received, on hand and distributed 5. Maintains industry workplace safety practices and conducts routine inspections of site equipment	Not Specified
PHYSICAL/MEDICAL FITNESS	Same as Type 2	1. Moderate 2. Is able to lift up to 50 pounds 3. Is able to work while wearing appropriate Personal Protective Equipment (PPE) 4. Maintains immunizations in accordance with current AHJ requirements	1. The NIMS Guideline for the National Qualification System (NQS) defines Physical/Medical Fitness levels for NIMS positions 2. PPE is mission specific and may vary by working 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, planned event, exercise, drill or simulation at least once every three years	Functions in this position during an operational incident, planned event, exercise, drill or simulation at least once every five years	Not Specified
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	Not Specified	Not Specified	Not Specified



NOTES

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

REFERENCES

1. FEMA, NIMS 508: Distribution of Emergency Supplies (DES) Task Force
2. FEMA, NIMS 509: Distribution of Emergency Supplies (DES) Task Force Leader
3. FEMA, NIMS 508: Donated Goods Warehouse Management Team
4. FEMA, NIMS 509: Donated Goods Warehouse Management Team Leader
5. FEMA, NIMS 508: Donations Coordination Task Force
6. FEMA, NIMS 509: Donations Coordination Task Force Leader
7. FEMA, NIMS 509: Donations Specialist
8. FEMA, NIMS 508: Drive-Through Point of Distribution Team
9. FEMA, NIMS 508: Pedestrian Point of Distribution Team
10. FEMA, NIMS 509: Mass Care Specialist
11. FEMA, NIMS 508: Mobile Distribution Team
12. FEMA, NIMS 509: State Mass Care Coordinator
13. FEMA, NIMS 509: Volunteer Agency Liaison
14. FEMA, National Incident Management System (NIMS), October 2017
15. FEMA, NIMS Guideline for the National Qualification System (NQS), November 2017
16. FEMA, National Response Framework, October 2019
17. American Red Cross, Bulk Distribution Handbook, 2013