



VOLUNTEER POSITION DESCRIPTION

Position Title	Disaster Relief Volunteer
Purpose	Assist ADRN to provide relief to victims of disaster and help prevent, prepare for, and respond to emergencies
Key Responsibilities	<ul style="list-style-type: none"> • Support ADRN mission and code of ethics policy • Provide timely response to disasters and assist victims • Respond to disaster scenes as assigned by Disaster Relief Coordinator within specific time constraints • Provide ADRN assigned services to disaster victims
Relationships	Working with your Disaster Relief Coordinator (DRC)
Qualifications	<ul style="list-style-type: none"> • Strong organizational, verbal, written communications skills • Ability to be team player • Able to respond at all hours or as scheduled with own transportation • Non-judgmental and aware of diversity issues • Able to maintain confidentiality with clients matters
Training	<ul style="list-style-type: none"> • 2.5 hour Orientation & Training by American Red Cross • Introduction to Disaster Services • Shelter Operations • First Aid/CPR/AED certification (depending on your job role)
Reports to or Partners with	Disaster Relief Coordinator (DRC) within your organization
Length of Appointment	Minimum of 6 months. Once trained may remain active as long as required training is updated.
Time Commitment	Can be on an availability and rotation schedule.
Development Opportunities	<ul style="list-style-type: none"> • Be a valued member of a service that saves lives • Enhance personal organizational and leadership skills • Making impact on clients' lives • Being trained in Red Cross emergency response skills

Once you have completed the Volunteer Application Form, you will be asked to submit to a criminal background check. To ensure everyone's safety, all volunteers and staff are required to clear a criminal background check prior to becoming an active volunteer with the organization. Background checks are completed online via a secure web site and require a social security number. Once your background check and application are in, you can begin to work with your DRC to be placed on a team in the area you want to volunteer.