



Ward Emergency Preparedness Specialist

Suggested Calling Responsibilities

The Ward Emergency Preparedness Specialist is a calling with very few guidelines which may make it more difficult for Bishops to select a suitable candidate for the position, and harder still for the newly called Specialist to accept and magnify the calling when they are unaware of what is expected of them. This document attempts to outline some suggested responsibilities and time commitments of the position to help Bishops have more information when selecting the best possible candidate and to help align their ward preparedness efforts with those of the Stake. This list is not all inclusive and the Spirit will direct local leadership to modify it to meet the needs of each ward.



Personal Preparedness

- Get yourself and your family prepared for emergencies so when you teach, you can teach with experience and authority. Although you may not be as prepared as you eventually will be, your efforts will qualify you for guidance by the Holy Spirit.
- Become spiritually prepared. Obedience to the teachings of the Gospel will qualify you for the work.

Meetings



- Attend the monthly Multi-Stake Emergency Preparedness Committee meetings on the 3rd Sunday of each month at 7:00 PM at the Higley Stake Center. Times may vary from time to time. If you cannot attend, send a ward representative to take your place to bring back any notes or assignments.
- Attend the monthly Emergency Preparedness workshops held on the 4th Thursday of every month at 7:00 PM at the Higley Stake Center. (3rd Thursday in Nov. and Dec.)
- Participate in the Multi-Stake Emergency Preparedness Fair each year which takes place in October or November.

Resources



- Become familiar with the website, Provident Living, found at www.providentliving.org.
- Become familiar with the www.iwillprepare.com emergency preparedness site that was created by Jon Sherman, the Higley Stake Emergency Preparedness Specialist.
 - You can find lists, plans, instructions, and suggestions that will help you advance emergency preparedness in your home and in your ward.
 - The handouts and notes from the monthly workshops can be found there as well.
- Become familiar with your ward emergency preparedness plan as well as with the stake emergency preparedness plan.
 - You may need to suggest changes to your ward document if it is not in line with the stake plan or if it needs to be refined.
- Use the ward emergency preparedness plan to develop practice events. Practical experience will suggest portions of the plan that should be improved or modified.

Monthly Responsibilities



- Focus on an area of emphasis each month to help the ward become more aware of what they can do to become more prepared and to actually meet goals. For example, water storage, evacuation kits, food storage etc. This area of emphasis may be suggested by the Stake Emergency Preparedness Committee or introduced at the monthly Stake Emergency Preparedness Workshops.
- Organize ward or participate in Stake group purchases to make purchases more affordable for ward members. For example, water barrels, water filters, light sticks, Solar Ovens, etc.

Educate Ward Membership



- Put informative announcements in the weekly ward bulletin and in the monthly newsletter announcing the monthly preparedness focus, monthly purchases, and telling the members where they can find more information about preparedness.
- Get an invitation to speak to Relief Society and Melchizedek priesthood meetings 2 or more times per year. A 5th Sunday combined Priesthood and Relief Society meeting or emergency preparedness firesides are efficient ways to reach the intended audience. You may invite the Stake Emergency Preparedness Specialist or a subject matter expert to present a topic if you prefer.
- Attend Ward Council 2 or more times per year to educate and motivate ward leadership. Their support will make your efforts much more effective.
- Work with individual ward members. Identify their preparedness related areas of weakness. Research and share solutions with them.

Coordination



- Identify and work with the ward Home Storage Specialist.
 - Coordinate and cooperate in areas of interest that overlap; such as water storage and food storage.
 - Work together to identify and record skills and resources in the ward.
- Review the ward/stake Emergency Preparedness Plan.
 - Coordinate with the bishopric to ensure that the plan is current and practiced.

Training



- Consider becoming trained in the following areas and encourage your ward members to do the same:
 - CPR/AED and First Aid certified.
 - Becoming a licensed Amateur Radio (Ham) operator
 - Become a CERT (Community Emergency Response Team) volunteer with the Gilbert Fire Department (Preparedness Training).

Ward Emergency Preparedness Committee



- If you need some help or you have ward members that want to get involved, feel free to ask your Bishop about adding an assistant Emergency Preparedness Specialist or setting up a ward Emergency Preparedness Committee. The committee could consist of members who volunteer or they might be called by the bishopric from the various organizations in the ward to serve on the committee.