

Rapid Response Team (RRT) Model for Congregations

RAPID RESPONSE TEAM <i>[National Incident Framework]</i>	NAME
RRT TEAM LEADER <i>[Incident Commander]</i> <ul style="list-style-type: none"> • Maintain an active RRT team at all times • Notify team when they need to be on alert and activate team as needed • Coordinate the RRT efforts 	
COMMUNICATION <i>[Public Information Officer]</i> <ul style="list-style-type: none"> • Gather and maintain accurate information about the disaster • Communicate updated assessments of the situation, specific needs, and ways to respond 	
LIAISON <i>[Liaison Officer]</i> <ul style="list-style-type: none"> • Represent the RRT at community meetings concerning disaster response • Collaborate and coordinate with partners in disaster response • Communicate the latest developments in disaster response with the RRT 	
NEEDS <i>[Planning Section]</i> <ul style="list-style-type: none"> • Develop a system to track needs of the congregation • Seek ways to respond to the needs of the congregation and community • Work with disaster response partners (including 211) to meet needs of those in the impacted area 	
DONATIONS <i>[Administration & Finance Section]</i> <ul style="list-style-type: none"> • Provide a system to direct those who want to donate goods and re-direct donations • Maintain updated list of warehouses in the local impacted area for donated goods & gift cards • Provide a system to receive and track financial contributions • Provide a system to thank donors of money, goods, and services 	
VOLUNTEERS <i>[Operations Section]</i> <ul style="list-style-type: none"> • Keep an updated list of those coordinating volunteers in the impacted area • Develop a system to receive and direct offers for volunteers and services 	
LOGISTICS <i>[Logistics Section]</i> <ul style="list-style-type: none"> • Prepare RRT command post site for the disaster response and maintain it during its use • Maintain adequate telephone lines and internet access • Assure resources (human, financial, and material) are available for operations 	