

Metro Atlanta RSVP

Disaster Preparedness Advocate

Volunteer Position Description

Description

Help older adults increase awareness on how to prepare their homes, pets and themselves for all types of emergency situations via informal community presentations, answering specific questions and/or providing individual counseling.

Responsibilities

- Attend community events, make presentations and/or provide one-on-one counseling to interested parties regarding disaster preparedness
- Travel to specified locations (senior centers, congregate residences or organization locations) to provide presentations and/or counseling
- Handle general administrative tasks connected to counseling and/or presentations and reporting volunteer hours and outreach
- Distribute appropriate information and brochures to clients and consumers
- Maintain strict confidentiality standards

Qualifications

- Good communication and public speaking skills required
- Comfort level and proficiency in communicating with older adults
- Ability to relate well to diverse populations
- Ability to work with limited supervision
- Must pass background check and sign confidentiality agreement

Training

Attendance at 4 hour Disaster Preparedness training is required. These workshops are scheduled several times a year. Additional training sessions will also be held to update volunteers on new information and provide networking opportunities as needed.

Time Commitment

A minimum of (4 hours) a month is preferred. Days and hours are flexible during regular business hours to fit the schedule of the volunteer. Occasional weekend opportunities.

Location/Reports to

Assigned RSVP Station

I understand the effectiveness and credibility of this program depends, in part, on the way I carry out the responsibilities detailed above. I will do my utmost to carry out these responsibilities and remain current on all issues related to this volunteer position.

Signed: _____ Date: _____

