



ICAS – Emergency Management

Prepared by TRIBN, LLC

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About ICAS



The Inupiat Community of the Arctic Slope (ICAS) is a Regional Alaska Native tribal government governed by the Indian Reorganization Act of 1934 and the ICAS Constitution as amended that represents and is selected by the Inupiat people of the Arctic Slope region.

ICAS was established as an IRA on August 26, 1971.

ICAS – Emergency Management



ICAS was awarded back in December 2020 the Center of Disease and Control (CDC) grant that focuses on “Supporting Tribal Public Health Capacity in Coronavirus Preparedness and Response”.

The CDC authorized this project for ICAS to develop eight (8) Emergency Operation Centers (EOC) in each tribal community.

The ICAS-EM through its Department of Emergency Management seeks to provide disaster early warning systems and coordinating emergency management services serving to the region.

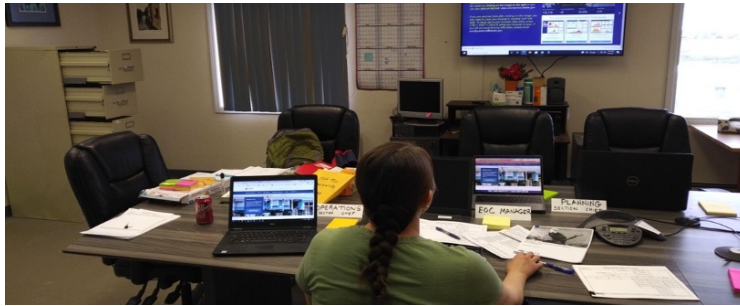
Tribal Focus Emergency Management



As ICAS is building a **region-wide** Tribal Emergency Management capacity throughout the North Slope, these operations will be supported with federal funding allowing for ICAS to:

- Set-up and equip the EOCs in each community.
- Local hire in Tribal Emergency Management roles.
- Emergency Management training opportunities.

Emergency Operation Center



An EOC supports on-scene activities:

- Prioritizing activities throughout the incident.
- Assisting with resource requests.

A major function within the EOC is communications between the emergency response team and all supporting organizations assisting throughout the incident.

EOC Benefits



Builds the foundation for tribal sovereignty when disasters strike.

Helps communities to establish and share situational awareness.

Facilitates a coordinated response to emergencies or disasters.

Improves communication between Government-to-Government relationships.

Provides quick access to essential information.

Promotes resource coordination between the communities.

The EOCs strengthen community capabilities as a region and build community resiliency to respond and recover from a disaster.

Co-Location Collaboration



Seeking a dedicated space in the schools.

A dedicated space for the **Emergency Operation Center (EOC)**
and **ICAS-EM Coordinator**.

Job Description



-
- Providing situational awareness of incidents, emergencies, and disasters.
 - On-call representative for short-notice or no-notice.
 - Coordinate with ICAS-EM on:
 - Planning
 - Training
 - Exercise
 - Coordinate the EOC and maintain continual contact with ICAS-EM-EOC when necessary.
 - Coordinate the Alert and Warning / Public Notification program.
 - Document all disaster related costs for ICAS-EM in the event of a disaster.

ICAS



Iñupiat Community of the Arctic Slope

Job Position Vacancy

Job Title: Emergency Management Coordinator	Department:
Reports to: ICAS Director of Emergency Management	Location:
Posting Date:	Closing Date:
Supervises:	Status:
Classification:	Pay range:

Job Summary or Purpose:

Under general supervision of the ICAS Director of Emergency Management, the Emergency Management Coordinator will be a part of ICAS's emergency management program. This position will be the primary point of contact for ICAS Emergency Management in the **community of**

Duties and Responsibilities:

1. The primary emergency management point of contact between **the local community** and ICAS Emergency Management in Utqiagvik for Situational Awareness of incidents, emergencies, and disasters.
2. The on-call representative of ICAS Emergency Management for short-notice or no-notice events that require representation of emergency management in the community.
3. Coordinate with ICAS Emergency Management on planning, training, and exercise of the emergency management function for **the local community.**
4. Attend community and stakeholder meetings as needed or directed on behalf of ICAS Emergency Management.
5. Coordinate **the local communities ICAS** Emergency Operations Center (EOC) and maintain continual contact with ICAS Emergency Management EOC when necessary.
6. Coordinate the Alert and Warning / Public Notification program for ICAS Emergency Management through provided ICAS Alert and warning technologies.
7. Document all disaster related costs for ICAS Emergency Management in the event of a disaster that could receive a federal disaster declaration.

Qualifications, Knowledge, and Skills

1. Basic understanding of Emergency Management as a support function to traditional first responders.
2. By end of first six months of hiring, completion of Federal Emergency Management Agency (FEMA) Independent Study courses (online): ICS 100, 200, 700 and IS 2200 (Basic Emergency Operations Center).

Education, Experience, Certifications, and Licenses Required

1. Preferred training or experience in either emergency management, search and rescue, public works, law enforcement, or fire service.

The Inupiat Community of the Arctic Slope is an Alcohol and Drug Free Workplace

I understand this job description nor my application, should I choose to apply for this position is an offer of a job with the Inupiat Community of the Arctic Slope. I understand that false or misleading information given in my application, resume, or interview(s) may result in discharge. Should I apply, I authorize the Inupiat Community of the Arctic Slope to view my criminal background investigation. I also understand that if hired, I am required to abide by all rules and regulations of the Inupiat Community of the Arctic Slope. I understand the contents of this job description.

Phase One - 2022



August

- Completing initial WebEOC and Alert Sense training.
- Pilot Project – Work to identify the EOC locations.

September

- EOC equipment ready to deploy.
- ICAS Emergency Management Coordinator Job Applications posted after locations identified.

October - December

- EOC training (WebEOC and Alert Sense).
- Creating a community Emergency Management Work Group.

Phase Two - 2023



January - February

- EOC training (WebEOC, Alert Sense, ICS training).
- Emergency Management Work Group Workshop.
 - Assessing the needs of the community.

March - April

- Emergency Management Work Group Tabletop Exercise.
 - Identifying the threats and hazards.
- EOC and Emergency Management training.

May - July

- Emergency Management Work Group Tabletop Exercise.
 - Identify the training needed for the community.

Phase Three - 2023



August - September

- Emergency Management Work Group Tabletop Exercise.
 - Identify a Scenario for a community drill.
- EOC and Emergency Management training.

October – November

- Emergency Management Work Group Drill Exercise.
- EOC and Emergency Management training.

December

- After Action Report and Meeting on lessons learned.
- EOC and Emergency Management training.



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