POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Vehicle Staging Team Leader

Reports to:

The Vehicle Staging Team Leader reports directly to the Ambulance Staging Manager.

Supervises:

The Vehicle Staging Team Leader is responsible for the supervision of assigned Vehicle Staging Technicians, as well as Mission Tasking Technicians and Check-Out Technicians (if no Mission Tasking Team Leader assigned).

Position Specific Requirements:

The Vehicle Staging Team Leader is responsible for providing oversight, organization and accountability of all units staged at a given site. The Vehicle Staging Team Leader is charged with developing a plan to safely, efficiently and quickly stage a given number of ambulances at a location. The Vehicle Staging Team Leader also provides supervision to assigned vehicle staging technicians, and ensure efficient and orderly marking of the staging area, escort of arriving vehicles and organization per the parking plan. In smaller incidents, where there are no assigned mission tasking personnel or check-out personnel, the Vehicle Staging Team Leader is also responsible for notification of dispatched units, dissemination of mission information, escort to check-out and final inspection prior to departure.

Qualifications and Skills:

- ICS 100, 200, 300, 700
- Complete Ambulance Staging Management Team Course
- Hold current certification as an Emergency Medical Technician
- Hold a valid driver's license and have experience operating All-Terrain vehicles

Assigned Duties:

- Asset, vehicle, and traffic layout, organization and parking plan for all units in the Staging Area with final approval from ASM
- Safe and expedient placement of vehicles after check-in
- Ensuring access to fuel and supplies to make staged units fully mission capable
- If necessary, assuming the roles and responsibilities of Mission Tasking Team Leader
- Maintain a flexible plan for surging or reducing the footprint of the Staging Area
- Ensuring that all staged units are briefed on location of shelter, facilities, trash, etc.
- Maintaining a clean, well-kept appearance to the Staging Area