

**American Red Cross
Southeastern Virginia Chapter
Training and Meeting Calendar Jan-June 2010**

Location Codes:

CH- A Chapter - Classroom A
CH-MPR Chapter - Multi Purpose Room
VB ARC Virginia Beach Office

Please note: Our training calendar looks a little different this year. We continue to strive to provide our volunteers with the tools they need to be effective disaster relief workers. To help “connect the dots” between classes offered and a specific disaster job we are injecting a visual aid to help everyone see the big picture.

Each month we will focus on an activity and classes offered for that activity. Look for the Passport to link to that activity. All the information you need about any of the classes is presented in this calendar. **Please remember to look at the prerequisite prior to registering for classes.** Please contact Louise at 446-7760 or Holly at 446-7762 if you have any questions.

Additional note: There are a limited number of classes being offered in 2010. Register for a class the first time you see it because it may not be offered again this year. Additionally, you are Red Cross disaster volunteers and therefore are expected to have a certain amount of resourcefulness which includes managing your own Passport. **To manage your Passport, these are your next steps: select an activity, select the corresponding training, register for that training and put the training date and time in your day planner. You will be responsible for your own training schedule. Reminders will not be sent out.**



Online classes: Please contact Holly or Louise to access the Learning Management System (LMS) for online training.

Thanks for your cooperation.


JANUARY – Your Passport to:  **Mass Care Service Associate**

Provides activities and services on a congregate basis to the community as a whole. These include sheltering, feeding, bulk distribution of items, information about the availability of these services and recovery information


<i>Dates</i>	<i>Course/Meeting</i>	<i>Location</i>	<i>Required</i>	<i>Description of</i>	<i>Red Cross</i>	<i>Online Training</i>
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			<i>Prerequisites</i>	<i>Class</i>	<i>Activities associated with this class</i>	<i>Associated with this Activity</i>
Jan 05 Tue. 600P-1000P	Fulfilling Our Mission	CH-A	Volunteer Orientation	Introduction to volunteer opportunities with Disaster Services, locally and nationally.	Foundation course and pre-requisite for any Red Cross disaster activity.	Introduction to Disaster Services. Course # DSGEN201C
Jan 12 Tue. 600P-1000P	Bulk Distribution 	CH-A	Mass Care Overview	Prepare participants for the roles, responsibilities and tasks involved in setting up, operating and supporting a Bulk Distribution operation for a disaster relief operation.	Mass Care: Bulk Distribution	
Jan13 Wed. 6:00p – 9:00p	Disaster Action Team Meeting	CH-MPR		Not a class		
Jan 19 Tue 600P-1000P	ERV's Workshop 	CH-A	Fulfilling Our Mission Mass Care Overview	Learn about the Emergency Response Vehicle and all related equipment.	<ul style="list-style-type: none"> • Mass Care: Bulk Distribution: Feeding • Material Support Services: Transportation 	
Jan 21 Thu. 600P-930p	CDE Local Presenters Workshop	CH-A	None	Theory based class that discusses principles of presenting disaster education.	Community Disaster Education	
Jan 22 Fri. 900a – 500p	Working w/Total Diversity	CH-A	None	Provides the tools for creating inclusive relationships with colleagues and clients. It focuses on the conversational skills participants will need to be effective in working and serving in diverse communities.	Any disaster relief activity.	
Jan 27 Wed 600p – 900p	Disaster Management Team Meeting	VB	Not a class			


Jan 28 Thu. 600P-1000P	Psychological First Aid	CH-A	None	Prepare all American Red Cross workers to provide basic care, comfort and support to people who are experiencing disaster-related stress.	Any disaster relief activity.	
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FEBRUARY – Your Passport To:  **Caseworker**

Evaluates needs, provides services and maintains records for clients.



<i>Dates</i>	<i>Course/Meeting</i>	<i>Location</i>	<i>Required Prerequisites</i>	<i>Description of Class</i>	<i>Red Cross Activities associated with this class</i>	
Feb 06 Sat 900a-500p	Health Services Response Workshop	CH-A	Fulfilling Our Mission	Offered for licensed or certified health professionals.	<ul style="list-style-type: none"> ▪ DAT team member ▪ Health Services activity 	
Feb 09 Tue. 600p – 900p	Disaster Action Team Meeting	CH-MPR	Not a class			
Feb 16 Tue. 600P-1000P	Client Casework Part One 	CH-A	Fulfilling Our Mission	<p>Train Red Cross caseworkers how to conduct effective client interviews and provide appropriate assistance to help meet a client's immediate disaster-caused or disaster-aggravated needs</p> <p>Note: Must complete both parts to get credit for the class and to work in the activity.</p>	<ul style="list-style-type: none"> • Organization Support: Response, Investigations, Compliance and Ethics Individual Client Services: Client Casework 	<ul style="list-style-type: none"> • Client Assistance Cards Caseworkers. Course # DSCLS200C • CAS 3.2 Basics. Course # 0300v2OL • CAS 3.2 Create a Client Case. Course # 0301v2OL • CAS 3.2 Needs and Assistance. Course # 0302v2OL • CAS 3.2 Supervisor Functions. Course # 0303v2OL • CAS 3.2 Chapter Disaster Operations. Course # 0304v2OL • CAS 3.2 Reports. Course # 0305v2OL

Feb 18 Thu 600P-1000P.	Client Casework Part Two 	CH-A	Client Casework part I		Must complete both part one and two.	
Feb 23 Tue. 600p – 900p	Disaster Management Team Meeting	CH-MPR	Not a class			
Feb. 25 Thu 600P-1000P	Mass Care Overview	CH-A	Fulfilling Our Mission	Learn how to provide services for many people, such as feeding, sheltering or bulk distribution.	Mass Care: Feeding, Sheltering or Bulk Distribution	This course is highly recommended: Basic Food Safety. Course # FHMCC200S

March – Your Passport To:  **Disaster Supervisor**

Supervisors oversee a work unit composed of service associates. Competencies for this position include leadership and management experience and ability. Supervisors must be familiar with the activities and tasks of the work unit staff and be able to answer common questions on a day-to-day basis, but are not required to be subject matter experts.





<i>Dates</i>	<i>Course/Meeting</i>	<i>Location</i>	<i>Required Prerequisites</i>	<i>Description of Class</i>	<i>Red Cross Activities associated with this class</i>	
Mar 02 Tue. 0900a-1200p	Fulfilling Our Mission	CH-A	Orientation	Introduction to volunteer opportunities with Disaster Services, locally and nationally.	Foundation course and is a pre-requisite for any Red Cross disaster activity.	ONLINE: Introduction to Disaster Services. Course # DSGEN201C
Mar 09 Tue. 6:00p – 9:30p	Disaster Assessment Basics	CH-A	Fulfilling Our Mission	The purpose of this course is to provide a general overview of the tasks performed by Red Cross Disaster Assessment workers in support of a disaster relief operation and a local incident such as a single or multi-family fire.	Information Management Support Services: Disaster Assessment Activity	


Mar 10 Mon. 6:00p – 9:00p	Disaster Action Team Meeting	VB	Not a class			
Mar 18 Thu. 600P-1000P	Disaster Frontline Supervision 	CH-A	Training and experience equal to a Service Associate in the activity he/she wishes to become.	To prepare supervisors to lead a team of disaster workers to deliver high quality services to disaster clients.	Required class for anyone to be promoted to a level above a Service Associate (SA) for any disaster activity.	
Mar 20 Sat. 900a-500p	Fund. of Dis'tr Public Affairs: Local	CH-A	Fulfilling Our Mission Online Component for Disaster Public Affairs (DSOSS201C)	To prepare Red Cross employees and volunteers, public information specialists, chapter executives and chairpersons and others who may find themselves acting as spokespersons for a chapter disaster response.	Organization Support: Public Affairs	
Mar 23 Tue. 600P-1000P	Disaster Frontline Supervision Simulation 	CH-A	Disaster Frontline Supervision	Provides participants opportunity to practice key supervisory skills to be able to lead a disaster team.	Class is the companion class to Disaster Frontline Supervision. Must complete the Simulation course to be promoted above a Service Associate (SA).	
Mar 24 Wed. 6:00p – 9:00p	Disaster Management Team Meeting	VB				

APRIL – Your Passport To:  **Disaster Action Team Member (DAT)**

DAT members respond to the scene of disasters and provide immediate disaster relief, such as food, clothing and shelter to those affected by the disaster. We may also provide food and drinks to the other emergency workers responding.

<i>Dates</i>	<i>Course/Meeting</i>	<i>Location</i>	<i>Required Prerequisites</i>	<i>Description of Class</i>	<i>Red Cross Activities associated with this class</i>	
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Apr 06 Tue. 6:00p – 9:30p	Disaster Action Team Workshop 	CH-A	Fulfilling Our Mission Mass Care Overview	Learn to provide assistance to families immediately following a local disaster.	Assignment to a Disaster Action Team (DAT)	
Apr 08 Thu. 6:00p – 9:30p	Disaster Action Team Workshop Simulation 	CH-A	Disaster Action Team Workshop	Reinforce skills learned in DAT Workshop.	Companion course to DAT Workshop. Must complete Simulation before becoming a DAT member.	
Apr 13 Tue 600p – 900p	Disaster Action Team Meeting	CH-MPR				
Apr 17 Sat. 9:00a – 5:00p	CERTEX Drill	TBD				
Apr 22 Thu. 6:00p – 9:00p	Shelter Operations 	CH-A	Mass Care Overview	Prepare employees and volunteers of the Red Cross and other agencies to manage shelter operations effectively and sensitively as a team while meeting the needs of people displaced as a result of a disaster.	<ul style="list-style-type: none"> • Mass Care: Sheltering • Material Support Services; Life Safety and Asset Protection • Organization Support: Response, Investigations, Compliance, Ethics 	ONLINE: Serving People with Disabilities After a Disaster. Course # DSPSS200C
Apr 24 Sat. 9:00a – 5:00p	Fund. of Dis'tr Mental Health 	CH-A	Open to licensed mental health professionals	Prepare licensed mental health professionals to provide for and respond to the psychological needs of people across the continuum of disaster preparedness, response and recovery.	Individual Client Services: Disaster Mental Health	
Apr 27 Tue. 600p – 900p	Disaster Management Team Meeting with CBRNE – Ready, Respond	CH-MPR	None	Introduces chapter leadership to its role in preparing for and responding to Chemical, Biological, Radiological, Nuclear and Explosive	Any disaster event involving chemical, biological, radiological, nuclear and explosive events.	



				(CBRNE) events		
Apr 29 Thu. 6:00p – 9:30p	Shelter Simulations 	CH-A	Shelter Operations	Companion course to Shelter Operations. Must take both classes to work in the Shelter Activity.	<ul style="list-style-type: none"> • Mass Care: Sheltering • Material Support Services: Life Safety and Asset Protection • Organization Support: Response, Investigations, Compliance, Ethics 	


MAY – Your Passport To:  **Material Support Service Associate**

Supports activities and services necessary to conduct a disaster relief operation, including the securing of facilities, supplies and equipment required for an effective response.

<i>Dates</i>	<i>Course/Meeting</i>	<i>Location</i>	<i>Required Prerequisites</i>	<i>Description of Class</i>	<i>Red Cross Activities associated with this class</i>	
May 01 Sat. 900a-500p	Serving People with Disabilities	CH-A	Fulfilling Our Mission People with Disabilities Following a Disaster. Course # DSPSS200C Note: This online portion should be completed prior to taking the instructor-led class	Learn policies and practices of the Red Cross related to providing services to people with disabilities following a Disaster.	Good foundation course for any Red Cross disaster activities.	Serving People with Disabilities Following a Disaster. Course # DSPSS200C Note: This online portion should be completed prior to taking the instructor-led class
May 04 Tue. 600p – 1000p	Fulfilling Our Mission	CH-A	Volunteer Orientation	Introduction to volunteer opportunities with Disaster Services, locally and nationally.	Foundation course and is a pre-requisite for any Red Cross disaster activity.	ONLINE: Introduction to Disaster Services. Course # DSGEN201C
May 06 Thu. 600p – 1000p	Disaster Ass'mt Basics	CH-A	Fulfilling Our Mission	Provide a general overview of the tasks	Information Management Support	

				performed by Red Cross Disaster Assessment workers in support of a disaster relief operation and a local incident such as a single or multi-family fire.	Services: Disaster Assessment	
May 11 Tue. 600p – 1000p	Logistics Overview 	CH-A	Fulfilling Our Mission	Learn about the skills, abilities and knowledge needed by Material Support Services workers.	Material Support Services	
May 12 Wed. 600p – 900p	Disaster Action Team Meeting	VB				
May 25 Tue. 600p – 1000p	Logistics Simulations 	CH-A	Logistics Overview (ARC 3071-1)	Practice the skills and knowledge needed to run a successful logistical operation in their local chapter.	Material Support Services. Companion class to Logistics Overview. Must complete Simulation class to work in the Material Support Services (MSS) activity.	
May 26 Wed. 6:00p – 9:00p	Disaster Management Team Meeting	VB				
<p>June – Your Passport  to: <u>Disaster Relief Operation Director</u></p> <p>The purpose of this course is to prepare Red Cross employees and leadership volunteers to manage a small disaster relief operation, which is chapter managed and accounted.</p>						
<i>Dates</i>	<i>Course/Meeting</i>	<i>Location</i>	<i>Required Prerequisites</i>	<i>Description of Class</i>	<i>Red Cross Activities associated with this class</i>	
Jun 01 Tue. 6:00p – 9:30p	Bulk Distribution Operations (DSMCC210A)	CH-A	Mass Care Overview	Prepare participants for the roles, responsibilities and tasks involved in setting up, operating	Mass Care: Bulk Distribution	

				and supporting a Bulk Distribution operation for a disaster relief operation.		
Jun 03 Thu. 6:00p – 9:30p	CDE Presenters Local Training	CH-A	None	Theory based class that discusses principles of presenting disaster education.	Community Disaster Education	
Jun 08 Tue. 6:00p – 9:00p	Disaster Action Team Meeting	CH-MPR				
Jun 15 Tue. 600p – 1000p	Collaborating to Ensure Effective Service Delivery - Part One 	CH-A	Fulfilling Our Mission	Gain knowledge of what a liaison does. Learn to establish collaborate relationships with Red Cross stakeholders.	<ul style="list-style-type: none"> • Mass Care: Community Programs • Material Support Services: Facilities; Invoice Review; Procurement; Life Safety and Asset Protection; Warehouse Supply • Partner Services: Community Relations; Government; Labor; Voluntary Agencies 	
Jun 17 Thu. 600p – 1000p	Collaborating to Ensure Effective Service Delivery - Part Two 	CH-A	Fulfilling Our Mission Collaborating to Ensure Effective Service Delivery - Part One	Gain knowledge of what a liaison does. Learn to establish collaborate relationships with Red Cross stakeholders.	<ul style="list-style-type: none"> • Mass Care: Community Programs • Material Support Services: Facilities; Invoice Review; Procurement; Life Safety and Asset Protection; Warehouse Supply • Partner Services: Community Relations; Government; Labor; Voluntary Agencies <p>Must complete both part one and two.</p>	

<p>Jun 19 Sat. 900a-500p</p>	<p>EOC/IC Liaison</p> 	<p>CH-A</p>	<p>Collaborating to Ensure Effective Service Delivery</p>	<p>Prepare Red Cross employees and volunteers who will be assigned to government and emergency settings to work collaboratively with Red Cross partners, helping to ensure a coordinated response that results in effective service delivery.</p>	<p>Any disaster response in which a government emergency operations center is opened.</p>	
<p>Jun 22 Tue. 6:00p – 9:00p</p>	<p>Disaster Management Team Meeting</p>	<p>CH-MPR</p>				