



FEMA Region V Youth Preparedness Council Member Roles and Responsibilities

Being a Region V Youth Preparedness Council Member

The Federal Emergency Management Agency (FEMA) Region V Youth Preparedness Council is a unique opportunity for youth leaders to make a difference in their communities while sharing their opinions, experiences, ideas, solutions, and questions on youth disaster preparedness with the regional leadership of FEMA. Being selected to serve on the FEMA Region V Youth Preparedness Council is an honor but it is also a significant responsibility that requires dedication and time-management skills.

The FEMA Region V Youth Preparedness Council is different from but related to the national FEMA Youth Preparedness Council (YPC). The Region V YPC consists of one (1) representative from each state within Region V's area of responsibility: Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin. Region V's current representative(s) on the national YPC will serve as chairperson of the Region V YPC (the "Council").

Council's Roles

Region V Youth Preparedness Council members fill three (3) roles while on the Council:

- **Project planners:** The cornerstone of Council members' service is the self-selected local projects they are required to complete during their one year tenure on the Council.
- **Ambassadors for youth preparedness:** Council members spread the word about the importance of youth preparedness in their local communities and on a regional scale.
- **Liaison to FEMA on the youth perspective:** The members of the Council have a fantastic opportunity to meet with FEMA and its partner organizations to share their insights, opinions, and unique perspective on FEMA's (and others') efforts and initiatives.

Council Member Terms

Region V Youth Preparedness Council members are expected to serve for one (1) year on the Council. Each Council year begins in January. Each Council member is expected to complete at least one (1) self-selected youth preparedness-related project in his or her community or region during their time on the Council. Members who do not adhere to the established Region V YPC Roles and Responsibilities may be dismissed from the Council prior to the completion of their one (1) year term.



Council's Engagement

There are five (5) key ways that Region V Youth Preparedness Council members fulfill their roles. FEMA Region V's expectation is that Council members will actively implement and pursue these types of engagement. The Council Chairperson is responsible for ensuring that the Council as a whole conducts a full complement of these types of engagement.

- **Projects:** Council members establish preparedness programs in their schools or local communities.
- **Partnerships:** Council members work with applicable local community organizations to complete their projects.
- **Events:** Council members identify In-person activities and events where they can share the youth preparedness perspective and participate in conversations on preparedness in their local communities.
- **Public Speaking/Outreach:** Council members spread the word on youth preparedness through public speaking, social media, media interviews, and other events and media as appropriate.
- **Publishing:** Council members spread the message of preparedness via written content published locally, regionally, or nationally. Council members may also contribute to FEMA blog posts or other materials.

Council's Logistics and Other Responsibilities

Email Communications

Email is the primary method of communication used for the FEMA Region V Youth Preparedness Council. Each Council member must have access to an email account and be committed to checking it regularly. The Council Chairperson serves as a main source of guidance for other members and therefore must reserve time to answer questions, provide support, and stay in touch with all Council members.

Conference Calls

Members are required to participate in **mandatory** group conference calls every other month. These calls allow members to provide updates on their projects, pose questions to FEMA staff and Regional Community Preparedness Officers (CPOs), and provide feedback to other members based on their experiences. Members are permitted to miss one (1) call during their tenure. Members are also required to participate in two one-on-one calls per year with a representative from FEMA Region V to check-in on the status of their projects.

Monthly Status Reports

Council members are **required to submit monthly reports** to FEMA Region V that describe the progress they have made on their projects over the past month and any challenges they have faced. These reports are due no later than the 5th of the following month.



Region V Youth Preparedness Council Summit

The first Youth Preparedness Council Summit will be held (tentatively) in June 2017. The Summit will provide an opportunity for Council Members to meet one another face to face; share their successes and challenges on implementing youth preparedness projects in their communities, and receive recognition for their accomplishments. Sessions during the Summit cover a range of topics. During some sessions, Council members will share their experiences, ideas, solutions, and questions with FEMA Region V and its partner organizations. Each Council member must have a parent/guardian/parent-approved chaperone accompany him or her to the Summit. FEMA will reimburse travel, lodging, and expenses for each Council member and his or her parent/guardian/chaperone.

Projects

Each Council member is required to complete at least one (1) youth preparedness-related project during his or her one (1) year tenure on the Council. It is expected that members' projects will align to one (1) or more of the areas of engagement referenced in the "Council's Engagement" section; however, members should pursue all of the areas of engagement, either as part of their projects or separately. These projects will require a considerable time commitment and dedication to be successful. Past projects have included creating Teen CERT or other preparedness program in specific schools/areas, establishing state-level youth preparedness councils, developing a preparedness-related video competition, developing an app for first responders, and hosting disaster preparedness exercises and events. Region V's Individual and Community Preparedness (ICP) team will be the primary FEMA support contacts and mentors for Council members in completing their projects.

America's PrepareAthon!

America's PrepareAthon! is a grassroots campaign for action that seeks to increase community engagement in preparedness. There is a National PrepareAthon! day on April 30 and September 30, when individuals, schools, workplaces, faith communities, and other sectors conduct group discussions, drills, and exercises to get prepared. America's PrepareAthon! offers free resources and tools for a range of hazards relevant to communities across the country including earthquake, flood, hurricane, tornado, wildfire, and winter storm. Council members are expected to get involved with America's PrepareAthon! by conducting drills or activities at their schools, clubs, or in any other venue that might be of interest to them.

Time Commitment

Being a FEMA Region V Youth Preparedness Council member is a rewarding and exciting experience, but it is also time-intensive. It is important that Council members use time management skills to balance school, extracurricular activities, and their involvement in the Council.