

DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY

NATIONAL URBAN SEARCH AND RESCUE RESPONSE SYSTEM

A Component of the National Response Framework
Emergency Support Function # 9



June 2011

HAZARDOUS MATERIALS TEAM MANAGER POSITION DESCRIPTION

FEMA US&R Response System
Task Force Position Description
Hazardous Materials Team Manager

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Task Force Position Description
Hazardous Materials Team Manager

Position Specific Requirements:

The Hazardous Materials (hazmat) Team Manager is responsible for managing the Hazmat functions of the task force and supervising the Hazardous Materials Specialists of the Task Force. The Hazardous Materials Team Manager reports directly to the Task Force Leader.

Description of Duties:

The Hazardous Materials Team Manager is responsible for:

- Developing and implementing the Hazmat component of the Task Force Tactical Plan.
- Coordinating, managing, and supervising all Hazmat activities.
- Providing input in the development of the safety plan in cooperation with Medical Team Manager and Safety Officers; and adhering to all safety procedures.
- Determining Hazmat organizational and logistical needs.
- Receiving briefings and situation reports and ensuring that all Hazmat personnel are kept informed of mission objectives and status changes.
- Providing situation updates and maintaining records and reports.
- Preparing deployment performance evaluations for assigned personnel.
- Ensure documentation of tasks completed in the Hazmat Specialist task book.
- Providing accountability, maintenance, and minor repairs for all issued equipment.
- Possessing knowledge of the practical application of available (detection, PPE and decon) technology used to support US&R Hazmat Concept of Operations (CONOPS).

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Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to become Hazardous Material Team Managers in the FEMA National US&R Response System. The intent of these requirements is to select functional managers capable of effectively managing and supervising the hazmat component in the urban disaster environment.

Required Training:

The Hazardous Material Team Manager shall:

1. Meet all Administrative and General Training requirements
2. Meet all training requirements of the Hazardous Materials Specialist

Recommended Training:

The Hazardous Material Team Manager should:

1. Complete the Weapons of Mass Destruction Radiological/Nuclear for Hazardous Materials Technician (Course PER-241), U.S. Department of Energy National Security Administration Nevada Test Site
2. Complete the WMD Hazardous Materials Technician Training (HT) (Course PER-261), Centers for Domestic Preparedness, Anniston Alabama
3. Complete Task Force water purification system training
4. Complete Hazmat CONOP training
5. Complete ICS 300 in accordance with the National Standard Curriculum Training Development Guidance
6. Complete NIMS IS-703 Resource Management Course