

Radio Amateurs of/du Canada

RAC Field Organization

Official RAC Field Organization Function Description

National Emergency Coordinator (NEC)

Assistant to the Vice President Field Services

This is a voluntary, specialist function carrying a great deal of responsibility. It is *not* a Field appointment.

Providing communications or augmenting existing public emergency communications in time of crisis has become an increasingly important reason for the very existence of the Amateur Radio Service. With that has come a need for trained, competent and confident radio operators. The role of the Amateur Radio Emergency Service (ARES) has become more vital, requiring rejuvenation and support to be and to be seen as a community resource on a professional level. This has resulted in a need to enhance the ARES nationally and internationally.

The National Emergency Coordinator is mandated to function as an assistant to the RAC Vice President Field Services (VPFS), reporting directly to him, coordinating cooperation between RAC Sections and between the RAC (ARES) and the American Radio Relay League (ARRL) ARES when mutual assistance is required and requested in case of disaster or emergency.

All requests for mutual assistance between RAC Sections and for international mutual assistance between RAC and the ARRL must be routed through the NEC. In every case, responsibility for coordinating mutual assistance requests will be that of the NEC.

The NEC's function is not to manage emergency communications operations within Sections but to coordinate them with the respective SMs and SECs, acting as a liaison when mutual assistance is requested. In preparation, the NEC will take measures to promote and support such assistance within RAC Sections so as to ensure understanding, readiness and standard procedures by ARES members.

The NEC will work in cooperation with RAC Section Managers (SM) and RAC Section Emergency Coordinators (SEC), as well as with other assistants to the VPFS, to coordinate mutual assistance cooperation for disaster communications assistance when such is requested domestically within or between RAC Sections or internationally between RAC and ARRL Sections. The NEC is the representative of the VPFS and will act in close contact with the VPFS, keeping him informed of all activities regarding mutual assistance.

There is no set expiry date for the NEC appointment. The function may be terminated by the VPFS at any time deemed appropriate.

NEC qualifications and functions:

1. Form close contact, cooperate, coordinate and liaise with his national counterpart in the ARRL.
2. Form close contact, cooperate and coordinate with each RAC SM and SEC to advise on emergency policy and planning relating to mutual assistance, including the development of a mutual assistance emergency communications plan, within the framework of ARES and NTS documents and generally accepted practice.

3. Remain current in the structure and goals of the ARES and its methods of operation, as well as being familiar with recent disasters and emergencies wherein Amateur Radio was called upon and how those services were deployed in Canada or the USA.
4. Coordinate with the RAC National Traffic System Coordinator (NTSC) to assist the NTSC in ensuring Section emergency nets and traffic nets present a united public service front and are in the proper routing of Welfare traffic in emergency situations.
5. Cooperate and coordinate closely with the RAC Manager of the National Amateur Radio Emergency Database (MgrNARED) in identifying suitable candidates and assisting in collecting required data from those candidates.
6. Cooperate and coordinate with the RAC National Training Coordinator (NTC) in identifying training needs pertinent to mutual emergency communications assistance and assisting the NTC in addressing those needs.
7. Promote ARES membership drives, meetings, activities, tests, procedures, etc. internationally and, in cooperation with the SM and SEC, at the Section level in the interests of mutual assistance.
8. Advise the VPFS on mutual emergency communications assistance matters and submit to the VPFS timely reports of emergency and public safety communications rendered under the NEC mandate, as well as of other activities related to that mandate, including those indicated in other items numbered above.
8. Create and maintain a reference manual, based on planning and actual disaster event experience as NEC, for archival and future resource purposes.

Recruitment of new hams and RAC members is an integral part of the job of every appointee. Appointees should take advantage of every opportunity to recruit a new ham or member to foster growth of Field Organization programs, especially the ARES, as well as our abilities to serve the public.

Requirements include: full RAC membership; full operating qualifications preferably including Morse code; successful completion of training pertinent to the ARES; training or experience in emergency communications in general would be as asset; extensive experience and active participation as an ARES member; demonstrated understanding and appreciation of the RAC Field Organization structure generally and of the ARES particularly; goal-oriented, possessing good interpersonal and leadership skills; ability to manage time and to set and meet priorities.

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