

# CENTRAL AID AGENCY

POSITION APPLICATION				
POSITION NAME	POSITION DESIGNATION	OCCUPATIONAL SPECIALTY CODE	OPEN TO	
<b>EMCOMM Radio Operator / Technician 1</b>	<b>EMCOMM-1</b>	<b>EROT1</b>	<b>Rated Personnel</b>	
DETAILS				
HAZARDOUS ROLE STATUS	POSITION COMMAND	POSITION LOCATION	SERVICE POINTS REQUIRED	
<b>Yes</b>	<b>EMCOMM</b>	<b>Sector 2 Junction City, OR</b>	<b>None</b>	
TYPE OF POSTING	OPEN DATE RANGE	RATING LEVEL	POSITION RANK	RANK SYSTEM DESIGNATOR
<b>Internal and External</b>	<b>Open Until Closed</b>	<b>All Rating Levels</b>	<b>G1 Private and Above</b>	<b>100</b>
POSITION DESCRIPTION				
<ul style="list-style-type: none"> <li>• EMCOMM personnel are Rated members who provide emergency communications capability to support emergency and disaster response operations. Specifically EMCOMM personnel provide communications support for incident command systems, but may be deployed into the field themselves to provide direct support to operations.</li> </ul>				
TYPE OF ASSIGNMENT				
<ul style="list-style-type: none"> <li>• This is a <b>Primary Duty Assignment</b>. Personnel assigned to the EMCOMM program carry out the related duties as their main role within the Central Aid Agency.</li> </ul>				
DESCRIPTION OF DUTIES				
<ul style="list-style-type: none"> <li>• Provide radio communications capability, especially in times of emergency.</li> <li>• Respond to emergency situations to support operations with communications capability.</li> <li>• Serve as an auxiliary to Incident Management and Operational Support units.</li> <li>• Assist with disaster mitigation and preparedness.</li> <li>• Help educate the public about disaster response and communications.</li> <li>• Participate with the EMCOMM program.</li> <li>• Participate in regular training and disaster response related events.</li> <li>• Other related duties as assigned.</li> </ul>				
MEMBERSHIP REQUIREMENT				
<ul style="list-style-type: none"> <li>• Rated EMCOMM personnel are required to be members of the Central Aid Agency in a Rated capacity.</li> </ul>				
FAITH REQUIREMENT				
<ul style="list-style-type: none"> <li>• No specific faith requirement.</li> <li>• Personnel must follow the Code of Conduct</li> </ul>				

### HOURS / ACTIVENESS REQUIREMENTS

- Personnel must maintain the minimum activeness standards required by their level of Rating.

### PAYSCALE

- This is a volunteer position

### BENEFITS

- No benefits are currently offered for this position

### HYGIENE AND APPEARANCE REQUIREMENTS

#### Type 2 (When in full uniform)

- Male hair may not be longer than 2 inches from the scalp when in full uniform, must be worn in an authorized professional style, and well groomed.
- Facial hair is restricted to a mustache that can extend no further than the corners of the mouth. Sideburns may not extend below the bottom of the ear opening and must have a straight front and bottom edge so that they are rectangular in appearance. The rest of the face must be clean shaven when in full uniform.
- Exemptions to this rule may be authorized on a limited basis for specific purposes or field environments, citing necessary medical, security, or operational reasons.
- Female hair may be of any length, but may have to be worn up in a military bun, or other authorized hair style, in some instances for safety reasons if it is longer than shoulder length.
- Hair color must be a natural looking if colored; off color highlights are not permitted without specific authorization. Corn rows and partially shaved hairstyles must be uniform in appearance and professional looking; and must not interfere with proper equipment fit. Dreadlocks, matted, or unkempt hair is not permitted without specific authorization. Hair must be clean and well maintained.
- Tattoos are not restricted below the neckline or above the wrists, but placement on the hands, neck, or face is not permitted. Pre-existing tattoos in these locations require special authorization. One band tattoo is authorized on the ring finger of the left or right hand between the knuckle and first joint, as long as it is ½ inch or less wide. Visible tattoos may be required to be covered while in full uniform.
- Piercings are not permitted if they are impractical or leave obvious marks when not worn. Piercings that cannot be removed, gouges, gauges, or bodily disfigurement is not permitted. Only small stud type ear piercings with dull backings should be worn on duty for safety reasons. All piercings may be required to be removed for safety or security reasons while on duty.
- Personnel must keep good personal hygiene.

<b>UNIFORM</b>
<ul style="list-style-type: none"> <li>• Rated EMCOMM personnel typically wear full uniforms (Class C or greater)</li> <li>• Rated EMCOMM personnel assigned to an Emergency Response Force unit will typically wear the same uniform as the rest of the unit.</li> </ul>
<b>EQUIPMENT</b>
<ul style="list-style-type: none"> <li>• Equipment personally purchased by EMCOMM personnel is their property and they may keep it upon leaving the program.</li> <li>• All other equipment is issued by the program to EMCOMM personnel and must be returned upon leaving the program.</li> </ul>
<b>DESCRIPTION OF SELECTION PROCESS</b>
<ul style="list-style-type: none"> <li>• Application &amp; payment of one time apparel fee</li> <li>• Approval by EMCOMM administrators</li> <li>• Attend EMCOMM Meetings and Training</li> <li>• Complete ham radio certification to at least Technician level (if not already certified)</li> <li>• Attend and pass Basic EMCOMM / disaster response training as assigned</li> <li>• Complete ICS 100, 200, and 700 within 3 months of completing Basic EMCOMM Training</li> <li>• Achieve Deployment Status</li> <li>• Assignment to EMCOMM unit within Emergency Response Force 1</li> </ul>
<b>ELIGIBILITY</b>
<ul style="list-style-type: none"> <li>• <b>This role is open to Rated personnel.</b></li> <li>• <b>NON-RATED PERSONNEL MUST JOIN EMCOMM USING THE EMCOMM APPLICATION FOR NON-RATED PERSONNEL.</b></li> <li>• EMCOMM is open to all, no prior experience required.</li> </ul> <p><b>CERTIFICATIONS:</b></p> <ul style="list-style-type: none"> <li>• Must complete Basic Training within one year of joining the program.</li> <li>• Must complete ICS 100, 200, and 700 within 3 months of Basic Training.</li> <li>• Must get ham radio licensed (Technician or above) within 6 months of joining the program (if not certified).</li> </ul> <p><b>ABILITY/BACKGROUND:</b></p> <ul style="list-style-type: none"> <li>• Must be comfortable operating in disaster or emergency environments.</li> <li>• Must be comfortable operating as part of a team.</li> <li>• Must be willing to meet the scheduling and training requirements of the assignment.</li> <li>• Must be comfortable operating during stressful situations.</li> <li>• Must understand that deployments can happen at any time with little or no notice.</li> <li>• Must be comfortable adapting to situations as needed.</li> <li>• Must be comfortable operating as part of a team and within the confines of a highly organized unit.</li> </ul>

UNIFORM SIZING AND OPTIONS			
<b>Your Height:</b>			
X	Uniform Item & Options	Preferred Size	Your Measurements (Inches)
<b>Head / Hat</b>			
<input type="checkbox"/>	Tactical Ballcap, Black (x1)		
<input type="checkbox"/>	8 Point Patrol Cap, Navy (x1)		
	(Choose one)		
X	Protective Helmet, Red (x1)		
<b>Jacket</b>			
X	Arctic System Waterproof Parka, Red/Black (x1)		
X	Wearable Fleece Jacket Liner, Red (x1)		
<b>Top</b>			
X	TRU style Uniform Top, Navy (x1)		(Chest AND Arm Length)
<b>T-Shirt</b>			
X	T-Shirt, Red (x1)		
<b>Belt</b>			
X	BDU style Pants Belt, Black (x1)		
<b>Pants</b>			
X	BDU style Pants w/button fly, Navy (x1)		(Waist AND Inseam)
<b>Boots</b>			
X	Waterproof 8" tall/No shine, Black (x1 Pair)		N/A
<b>Equipment</b>			
X	Tactical Backpack w/Response Gear, Black (x1)	Md	N/A
<b>Insignia</b>			
X	Dog Tags, Silver w/Silencers		
X	Reflective Nametape for Backpack, Silver	Regulation	N/A
<b>NOTE:</b> Please include <u>BOTH</u> Size (Sm / Md / Lg / XL etc.) <u>AND</u> Inch Measurements.			
<b>NOTES / COMMENTS</b>			
<b>Uniform Flag Preference (Please select one)</b>			
<input type="checkbox"/> C.A.A. Roundel Flag <input type="checkbox"/> U.S. Flag <input type="checkbox"/> Other Country Flag: _____ <div style="text-align: right; font-size: small;">(State Country-Must have affiliation)</div>			

**PLEASE NOTE:  
APPLICATIONS TURNED IN  
WITHOUT UNIFORM SIZING  
INFORMATION CORRECTLY FILLED  
OUT WILL BE REJECTED!**

APPLICATION	
LAST NAME	FIRST NAME
DATE OF BIRTH	LEGAL GENDER
	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
CONTACT PHONE	CONTACT EMAIL
SIGNATURE	DATE
<b>BELOW FOR C.A.A. PERSONNEL APPLICANTS ONLY</b>	
CURRENT COMMAND OR BRANCH	CURRENT UNIT
CURRENT COMMANDING OFFICER	YOUR C.A.A. ID NUMBER
<b>BELOW FOR AUTHORIZING OFFICER ONLY</b>	
APPLICATION APPROVED	DATE
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Hold	
SIGNATURE	ID NUMBER

# ASSIGNMENT ORDERS

(FILLED OUT BY FILING OFFICER)

<input type="checkbox"/> New Assignment	<input type="checkbox"/> Transfer	<input type="checkbox"/> Re-Assignment	<input type="checkbox"/> Attachment	<input type="checkbox"/> Change Duty Status
<b>Name (Last, First)</b>		<b>Number</b>		
<b>PREVIOUS ASSIGNMENT</b>				<input type="checkbox"/> Check if none
<b>COMMAND</b>				
<b>UNIT</b>				
<b>NEW ASSIGNMENT</b>				<input type="checkbox"/> Check if same as above
<b>COMMAND</b>				
<b>UNIT</b>				<input type="checkbox"/> Check if same as above
<b>DATE END PREVIOUS</b>		<b>DATE START NEW</b>		
<input type="checkbox"/> Check if all below remaining unchanged				
<b>PREVIOUS SECURITY CLEARANCE</b>		<b>NEW SECURITY CLEARANCE</b>		
<b>PREVIOUS RANK</b>	<b>RSD#</b>	<b>NEW RANK</b>	<b>RSD#</b>	
<b>PREVIOUS DUTY STATUS</b>		<b>NEW DUTY STATUS</b>		
<b>COMMENTS</b>				
<b>AUTHORIZING OFFICER</b>			<b>DATE</b>	
<b>NUMBER</b>				