**Activity 8: Our Team**

**We’re Ready! Instructional Plan**

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| **Date/Time:**3:50-4:05pm |
| **Presenter:**John and Stephanie |
| **Description:**   * Create a Community Disaster Team that can carry forward energy and tools created in workshop |
| **Learning objectives:**  F. Participants translate what they have learned during the workshop into their own community disaster plan.  Learning objectives are met by:   * Commitment from participants - long-term success will require ongoing effort on part of community-based volunteers * Creating a loose structure for Community Disaster Team, identify leadership and volunteer assistants to carry the project forward into the future, to revisit the plan every 6-12 months, ensuring continuity and that it is current with changes in the community. |
| **Instructional techniques:**   * Open circle discussion * Note taking by presenters |
| **Speaking points:**   * Emphasize that Disaster Plans are community documents and processes   + Note: Ideally, this will be a theme throughout the day. * A successful Community Disaster Team includes dedicated volunteers, regular meetings, ongoing learning, etc. |
| **Demo activity details:**   * Briefly outline loose Community Disaster Preparedness Team structure and role * Ask for other volunteers to self-identify * Get names and contact information * Provide team with a small toolkit with tips and resources for Community Disaster Preparedness Team (as follow-up) * ***After workshop:*** Speak to Team to check-in, foster ownership, identify first steps   + Identify first meeting date   + Identify location of first meeting   + Set group goals (e.g. update Community Disaster Plan; organize a community information session)   + Create written document/map   + Ensure the leader has access to contact information for the remainder of the group   + Review contents of Community Disaster Preparedness Team information kit   + Establish type of support from Carly (e.g. frequency, skill training, etc.) |
| **Assessment plan:**   * Was a volunteer Community Disaster Preparedness Team identified? * Do the Team members understand their roles? * Are there plans in place for the team to meet? |
| **Estimated duration of activity:**   * 10 minutes |
| **Instructor (I) and participant (P) resources/materials:**   * Whiteboard and/or flip chart paper * Markers * Community Disaster Preparedness Team information kit   + Binders/folders     - What to include?     - Copy of Community Disaster Plan       * List of necessary revisions     - Copy of contact information for workshop participants     - Thrifty Kit List (72 hour preparedness kit)     - Map of community muster points, evacuation routes, comfort centres, etc.     - List of disaster games/activities (e.g. guests speakers, films, etc.) |
| **Volunteers required (# and specific expertise?):** |
| **Facilities required:**   * One large meeting room * Chairs for all participants |
| **Additional notes:** |