**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
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| **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.
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| **Instructional techniques:*** Open circle discussion
* Note taking by presenters
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| **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.
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| **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.)
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| **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?
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| **Estimated duration of activity:** * 10 minutes
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| **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.)
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| **Volunteers required (# and specific expertise?):** |
| **Facilities required:*** One large meeting room
* Chairs for all participants
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| **Additional notes:** |