



Kansas Search & Rescue Response System

COMMUNICATIONS SPECIALIST

Position Description

The Communications Specialist is responsible for managing and maintaining all communications and communications systems for the task force/team. The Communications Specialist reports directly to the Logistics Team Manager, or other supervisor as assigned.

The Communications Specialist is responsible for:

- Keeping supervisory personnel informed of the capabilities and/or limitations of incident communications
- Assessing overall communications needs, obtaining frequencies, and developing the incident communications plan for the task force/team as part of the tactical action plan and/or tactical worksheet
- The installation, operation, and maintenance of the task force/team communications systems, including: radio, satellite, telephone, internet, GPS units, and networks
- Coordinating task force/team communications with other entities, including other US&R resources, Incident Management Teams, etc.
- The accountability, preventive maintenance, and minor repair of all task force/team communications equipment; maintaining the communications cache in an operational state at all times
- Developing requests for replacement or repair of consumable, inoperative, lost, damaged, or destroyed communications items
- Maintaining appropriate records and reports
- Adhering to all safety procedures
- Performing additional tasks or duties as assigned

Position Requirements and Criteria

Individuals who meet the following requirements and criteria will be eligible to deploy as a Communications Specialist in the Kansas Search & Rescue Response System. The intent of these requirements is to select personnel capable of managing the communications needs of the task force/team in the disaster environment.

Required Training

The Communications Specialist shall:

- Meet all administrative and general training requirements
- Complete the FEMA National US&R Response System GPS Awareness Level Course or equivalent
- Complete the FEMA National US&R Response System Communications Specialist Course or equivalent

Recommended Training

The Communications Specialist should:

- Complete the DHS/OEC All Hazards Communications Unit Leader course
- Complete the DHS/OEC All Hazards Communications Technician course
- Complete ICS-300 in accordance with the NIMS Training Program
- Complete ICS-400 in accordance with the NIMS Training Program
- Complete the Advanced Communications Specialist Qualification (ACOM US&R)