



## **Kansas Search & Rescue Response System**

### **LOGISTICS TEAM MANAGER**

#### **Position Description**

The Logistics Team Manager is responsible for the logistics function of the task force/team during incident operations, as well as supervising the Logistics Specialists, Communications Specialist, and other personnel as assigned. The Logistics Team Manager reports directly to the Task Force Leader.

The Logistics Team Manager is responsible for:

- All duties and responsibilities of the Logistics Specialist
- The completion of all task force/team transportation documents (cargo manifests, shipping declarations, bills of lading, etc.)
- Coordinating, managing, and supervising all logistical activities
- Maintaining accurate and timely records and reports
- Ensuring accountability, maintenance, and repair of all task force/team equipment
- Providing for the operation and maintenance for all facilities and associated equipment
- Coordinating with the IC/IMT Logistics Section on task force/team issues or needs
- The management of the task force/team transportation fleet
- 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 Logistics Team Manager in the Kansas Search & Rescue Response System. The intent of these requirements is to select functional managers capable of effectively managing and supervising the logistical component of the task force/team in the disaster environment.

## **Required Training**

The Logistics Team Manager 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 Logistics Specialist Course or equivalent
- Complete the OSHA 29 CFR 1910.178 (forklift training) course, including annual refresher requirements  
*(If forklift or other equipment is used by the task force/team for loading/unloading equipment)*

## **Recommended Training**

The Logistics Team Manager should:

- Complete a DOT Hazardous Materials Handler/Packer/Labeler course as established by 49 CFR, Part 172.704
- Complete the Ordering Manager course (J-252)
- Complete the Receiving and Distribution Manager course (J-253)
- Complete the Base Camp Manager course (J-254)
- Complete the Equipment Manager course (J-255)
- Complete the Security Manager course (J-259)
- Complete and maintain certification as a Certifying Official for Transportation Requirements and Regulations – Air and Ground
  - IATA
  - Title 49 CFR
  - AFMAN 24-204
- Complete ICS-300 in accordance with the NIMS Training Program
- Complete the All-Hazards Logistics Section Chief course or equivalent