



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

### **TECHNICAL INFORMATION SPECIALIST**

#### **Position Description**

The Technical Information Specialist is responsible for documenting, tracking, and retrieving all pertinent information for the task force/team during incident operations. The Technical Information Specialist reports directly to the Planning Team Manager, or other supervisor as assigned.

The Technical Information Specialist is responsible for:

- Gathering requested information from all available sources and forwarding to the Planning Team Manager for incorporation into the planning function
- Creating, displaying, providing, and compiling documentation for all pertinent task force/team and incident information via written, audio, and visual mediums
- Providing accountability, maintenance, and the minor repair of all planning team equipment
- 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 Technical Information Specialist in the Kansas Search & Rescue Response System. The intent of these requirements is to select personnel fully capable of providing competent information management for the task force/team in the disaster environment.

## **Required Training**

The Technical Information Specialist shall:

- Meet all administrative and general training requirements
- Complete the FEMA National US&R Response System Planning Team Training course or equivalent

## **Recommended Training**

The Technical Information Specialist should:

- Complete ICS-300 in accordance with the NIMS Training Program
- Complete the All-Hazards Situation Unit Leader course or equivalent
- Complete the All-Hazards Documentation Unit Leader course or equivalent