

Pastor Disaster Response Guidelines

Top Things to Consider as You Prepare to Respond to Crisis

1. Identify and empower a Disaster Relief Coordinator (DRC) & Church Core Team (small group) to lead the response effort, which will significantly increase capacity to respond.
2. Assess the strengths and capabilities (resources) of your church and become aware of what other churches/organizations are doing. This will help avoid duplication and make sure all needs are being met.
3. Establish a clear communication process with staff, congregation and community.
4. Establish a simple call to action, like “Pray, Give, Serve” to offer everyone a part in the response.
5. Encourage His people to be trained in advance. Showing up at a disaster without proper training can be part of the disaster.
6. Identify needs that are not visible (emotional/spiritual) or future needs that will contribute to having the most effective, long-term impact. (e.g. the need for shepherding families)

How to be Most Effective in Response

1. Assess Impact
 - a. What specifically has happened? (flood, fire, tornado, man-made, evacuation)
 - b. What are the implications? (limited supplies in stores, etc.)
 - c. Where was the impact? (within or outside Greater Austin)
 - d. What is the level of impact on our neighborhood, city and county and who is actively involved? (our church, local pastors, ADRN, City/Co. Emergency Mgmt)
2. Assess Priorities (3Cs + Short/Long Term Needs)
 - a. FIRST: Church Staff – has anyone on staff been impacted? How can we rally support/resources to get staff strong first?
 - b. SECOND: Congregation – Can small groups help meet needs or do they need additional support from church or assistance from ADRN and other groups?
 - c. THIRD: Communities – How can we help meet the needs of the community in collaboration with other churches, organizations and local government?
 - d. What are the physical, emotional, and spiritual needs short-term? Long-term?
3. Assess Capability to Respond
 - a. How can we PRAY as a first response? (as staff, congregation, small groups, etc.)
 - b. What is our capacity to participate in this response? Can conflicting events be postponed or re-aligned to contribute to this response?
 - c. How are we equipped to help?
 - i. What needed resources can we provide? (shelter, supplies, etc.)
 - ii. What type of volunteer help is needed and can we provide it? (cleanup, shepherding families, emotional care)
 - iii. What kind of financial need is present and how can we help meet it?
4. Implement Strategies Developed by Area DRC Team (Communication Strategy, etc.)



Typical Disaster Response Procedure with ADRN

1. As the disaster is taking place, ADRN sends out a “Standby to Deploy” email
 - a. Senior ADRN management meets with local EOC to determine course of action
2. The first responders give us clearance to enter the area after the following:
 - a. Fire is extinguished
 - b. Flood waters receded
 - c. Animal and human remains removed
3. ADRN Disaster Assessment Team drives through affected neighborhoods
 - a. Assesses which areas were hardest hit, records extent of damage
 - b. Looks for church, park, or community center to set up ADRN response center
4. EOC sets up a Multi-Agency Resource Center (MARC) at a church or community center, or if it is a small-scale disaster, ADRN sets up its own response center
 - a. ADRN operations team deploys tents, tables, chairs, generators, trailers, etc.
5. Prayer warriors meet in HOPE Prayer Room to pray for families and recovery efforts
6. ADRN CISM-trained volunteers conduct Individual Crisis Intervention
 - a. At the MARC, at the ADRN resource center, or by going door-to-door
 - b. CISM-trained volunteers conduct crisis intervention, pray with survivors, and complete intake forms used for shepherding
 - c. ADRN CISM core team oversees distribution of gift cards and green wrist bands for free clothing at the ADRN Thrift store
 - d. Volunteers use Sign-up Genius to fill available volunteer slots
7. ADRN Call Center is manned
 - a. ADRN Call-center-trained volunteers conduct CISM over the phone and provide other assistance to other types of callers
 - b. Volunteers use Sign-up Genius to fill available time slots
8. Red Cross shelters
 - a. ADRN general volunteers can assist the EOC with setting up community shelters
 - b. Churches who are Red Cross Shelter trained and equipped to host a shelter at their church get prepared

9. Shepherding begins
 - a. Call goes out to ADRN trained shepherds and area churches to shepherd families
 - b. ADRN shepherding core team oversees distribution of financial support for temporary housing and replacement transportation; fields questions from the shepherds
 - c. ADRN trained Shepherds provide assistance with replacing lost articles/furniture, and provides emotional and spiritual support to survivors
 - d. ADRN provides additional shepherd training for any who want to become shepherds
10. Fundraising
 - a. Emails go out to churches, businesses, and individual donors
 - b. Telethon conducted at ADRN by general volunteers
11. Evacuee welcome kits are assembled by community members and organized by ADRN general volunteers at HQ
12. Donations are received, sorted, and palletized by general volunteers manning the ADRN parking lot
13. General volunteers assist by providing meals to ADRN staff & volunteers
14. Clean-up operations begin
 - a. General volunteers use Sign-up Genius to fill available volunteer slots
 - b. ADRN operations field leader conducts safety briefing, issues tools, and assigns houses to each team
 - c. ADRN team leaders (general volunteers with experience in construction or demolition, or CERT Trained) supervise work at various homes
15. Thrift Store
 - a. General volunteers help sort donations arriving at store
 - b. Churches help conduct donation drives of needed items and drop off at the store
 - c. General volunteers drive ADRN trucks to pick up furniture donations