

North Carolina Conference United Methodist Church
 Disaster Response Guideline
 Condensed Version 2005

	Preparation	Response	Recovery
Local Pastor	<ul style="list-style-type: none"> •Talk with congregation about being prepared •Select church coordinator •Have church establish response plan •Encourage ER Training •Collect relief supplies •Be trained in disaster response 	<ul style="list-style-type: none"> •Offer ERT's if there are trained teams in your congregation •Survey congregation/community for needs •Contact DRC/DS if you have needs beyond the capability of the church •Set up as relief/distribution center if needed (not shelter) 	<ul style="list-style-type: none"> •Provide housing/meals for volunteers working in your community •Provide directional assistance for teams •Keep DS informed as to progress of recovery •Resume pastoral duties as soon as possible.
District Coordinator (DRC)	<ul style="list-style-type: none"> •Attend meetings of the conference committee •Get to know DS and establish a means of communication for emergencies •Train churches in your district from the Local Church Guide •Train ER Teams as requested •Encourage collection of emergency supplies 	<ul style="list-style-type: none"> •Check with Pastors in your area if affected by the disaster •Offer assistance to Partner-District if needed •Check with DS on damage reports •If not affected, volunteer at MERCI to help with coordination efforts •Meet with Cabinet to determine response program •Inform MERCI of needs and areas for response supply delivery •Encourage volunteers from your District 	<ul style="list-style-type: none"> •Encourage churches in district to volunteer and/or provide for volunteers •Visit affected area as often as possible to offer hope and support •Communicate with MERCI any needs and concerns for affected area.
District Superintendent (DS)	<ul style="list-style-type: none"> •Be trained by UMCOR on response procedures •If possible, attend Disaster Academy at MERCI •Establish a communication system with District Coordinator •Make disaster response training a yearly part of a district pastors meeting 	<ul style="list-style-type: none"> •Gather information from pastors/DCR about damage in your District •Meet with Bishop/Cabinet/Committee to determine response •Visit affected area as soon as possible after event •Call MERCI with any assistance requests 	<ul style="list-style-type: none"> •Encourage churches in district to volunteer for recovery efforts •Visit affected area as often as possible to offer hope and encouragement •Have a district pastors meeting ASAP to discuss recovery effort.

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Bishop	<ul style="list-style-type: none"> •Have Cabinet trained by UMCOR at least every 4 years. •Encourage DS's to have disaster response programs annually at District Pastors meeting. •Support and encourage collections of emergency response materials 	<ul style="list-style-type: none"> •Notify UMCOR immediately of disaster needs •Tour damage areas as soon as possible •Meet with Cabinet, Disaster Response Committee and UMCOR to determine course of action for response. 	<ul style="list-style-type: none"> •Encourage conference to participate in response and recovery efforts both physically and financially •Tour damaged areas when ever possible to offer hope and support. •Provide assistance for local pastors caught in disaster areas
MERCI	<ul style="list-style-type: none"> •Collect and store emergency response materials, encourage the local churches to do the same •Assist the Conference Disaster Response Committee in training early response teams (ERT) and local church preparation •Maintain relations with other disaster response agencies, UMCOR, UMVIM, VOAD, and Interfaith 	<ul style="list-style-type: none"> •Coordinate Early Response Teams to affected areas at the request of the area. •Send available emergency response supplies as requested by DRC/DS/local pastors •Coordinate volunteers with local communities •Communicate needs to conference communications, Bishop, and others as necessary 	<ul style="list-style-type: none"> •When required, set up long term recovery centers, hire staff, coordinate volunteers, do case management for clients. •Communicate needs to those who need to know. •Work with the local churches and communities for best recovery efforts.
UMCOR	<ul style="list-style-type: none"> •Provides training for conference personnel in disaster response. •Trains Cabinets in UMCOR procedure •Collects and stores emergency response materials. 	<ul style="list-style-type: none"> •Provides materials support (emergency response supplies) •Upon the request of the Bishop, provides emergency funding and technical support. 	<ul style="list-style-type: none"> •Provides continuing technical support when requested. •Provides available funding upon written request from Bishop.