
 <p>EMERGENCY MEASURES RADIO GROUP</p>	<p>EMERGENCY MEASURES RADIO GROUP</p>
 <p>AMATEUR RADIO RAC EMERGENCY SERVICE</p>	<p>OTTAWA ARES</p>

Two Names - One Group - One Purpose

SHAPING THE FUTURE OF EMRG

THE LAST BEGINNING

- In 1995 EMRG collapsed yet again, the future was unclear, and EMRG had no leader.
- I met with the RMOC Emergency Measures Unit (EMU) to discuss the role and future of EMRG.
- The RMOC wanted to work with EMRG, but they wanted EMRG to organize itself, like all the other volunteer groups in the area.
- It was time for EMRG to grow up and manage itself! (This was a good thing)

LOOKING BACK

- Looking at progress since 1995 helps keep things in perspective.
 - One Amateur radio emergency communications group serving all Clients in Ottawa
 - Clear understanding of who our Clients are
 - Strong, supporting partnerships with City of Ottawa.

We are light years ahead of where we were, we are making steady progress, and there's still lots to do.

IT TAKES A LOT OF WORK

- Running an effective organization takes a lot of people, each doing a piece of the work.
 - EMRG is not a club with just meetings to plan.
- Amateur radio as a hobby does not meet the needs of Emergency Communications.
 - There is a gap in infrastructure, organization and skills that needs to be bridged in order to make Amateur radio an effective and respected solution.
- It also requires working as a team. Individuals cannot solve the problems.

REALITY OF MEMBERSHIP

- Throughout the years there has been a core group in EMRG, which is most of you.
- EMRG adds and loses a few people each year.
- A small group of Amateurs understand our role, a large group don't get it, and an even larger group are not interested.
- EMRG tries to lead by example, moving past the nostalgia, hype and wish to ride in a police car, to define a realistic and required role for EMRG.

MY DISTORTED VIEW

- Somehow, somewhere, I took on personal responsibility for the state of Amateur radio emergency communications in Ottawa.
- I saw a huge gap between what we do and the people involved, compared to the Amateurs and solutions available and what our clients need.
- I felt responsible to make this happen so others would get involved.
- My work level as Team Leader was not reasonable, sustainable or healthy

TIME FOR CHANGE

- EMRG now has a solid foundation and It's time to bring in some new people.
- After many years with EMRG, John Senez has stepped down as the Exercise Planner and Tom Zinck has stepped down as Training Coordinator.
- The time has also come for me to step down as the Team Leader for EMRG. Change is a good thing, for me and for EMRG.

WE NEED A PLAN

While change is good, the management team and I agree that EMRG is not self sustaining right now, so we need a succession plan to ensure an effective transition.

FIRST THINGS FIRST

- The first step in the EMRG succession plan is to stabilize the management team. This means filling positions that are currently vacant.
 - Exercise Planning
 - Training Coordination
- Other job functions that need someone, but do not require participation in the management team includes;
 - Document Management
 - Amateur Promotions

STEP 2

- The Team Leader position as it is today is not realistic or sustainable. It must be brought to a reasonable level of responsibility and work.
- The Team Leader is the liaison with clients, partners and neighbouring ARES groups.
- My role as chief doer of things, technical design, writer of documents, planner of meetings and general full time worker are not realistic.

STEP 3

- With the management team stabilized and the Team Leader role at a realistic level, the next step is to find a new Team Leader.
- I will work with the new Team Leader for a year, to introduce them to our clients and partners, as well as help them get up to speed with running EMRG as a organization.
- At the end of the transition period, I will step down and become a regular EMRG member.

SCHEDULE

- By Aug 31 this year, fill the outstanding positions on the management team and other activities.
- By Sept 1 2009, find someone to take over as Team Leader.
- By Sept 1 2010, the new Team Leader officially takes over and I step down.

BEFORE YOU RAISE A HAND

- We are looking for volunteers who are interested in the positions to be described.
- Volunteers must understand there is work to do, you need to be self motivated and you will need to work with the management team.
- We don't want names today. We want you to think about yourself, or someone you think might have suitable skills
- **This could be a non EMRG member**

ASK QUESTIONS FIRST

- The goal is to match someone who wants and is capable to do the work with the work to be done.
 - You could be a new ham or a new EMRG member.
- There is support in the management team to help people get up to speed.
 - You don't need all the answers, just be willing to try.
- You need to ask questions first.
 - Members of the management team are willing to meet, or answer emails, in order for you to fully understand, before you commit yourself.

Team Leader

- Responsible for the overall management and operation of EMRG as a group.
- Heads the management team and coordinates management team meetings.
- Liaison with Clients, Partners, Supporters and Mutual Aid groups.

Training Coordinator

- Ensure that EMRG training is developed and implemented, ensuring that it meets the EMRG Strategy, Management Team objectives and exercise lessons learned.
- Involves managing the training plan and ensuring that training courses are created and delivered.
- The Training Coordinator can develop and deliver courses, while others are developed and delivered by people inside and outside EMRG.

Exercise Planner

- Ensure that EMRG exercises are developed and implemented, ensuring that they meet the EMRG Strategy, Management Team objectives and Training requirements.
- Involves planning an exercise, creating inputs to be used during the exercise, facilitating the exercise, debriefing after the exercise and creating lessons learned.
- Can work with other people to create a group, rather than doing all the work.

Document Management

- Manage the document list, keep it up to date
- Assign document numbers for new documents
- Maintain copies of originals, PDF versions, and old versions of documents, in an organized manner, with backups.

Amateur Promotions

- Make sure upcoming EMRG events are posted in local club newsletters and announced on local nets.
- Requires knowing who produces local club newsletters, their deadlines for submissions, some writing skills.
- Input can be created by other people, the promotions person makes sure it gets distributed on time.

IT TAKES PEOPLE TO BUILD A SUCCESSFUL TEAM!

- There are many things EMRG can do, but if they are to be done, they need to be done well.
- Many hands make light work is more than a saying, it makes a very effective organization
- To do anything well requires effort, determination and dedication.
- **Are you prepared to do some work, and make sure it gets done regularly?**

www.emrg.ca

The EMRG web site provides information related to Amateur radio emergency communications, specifically as it relates to the City of Ottawa.

- Project Information
- Newsletters
- Upcoming Events
- Documentation
- Links to related information

Information: **planning @ emrg . ca**