



Emergency Measures Organization (EMO)  
District of Lakeland No.521  
**Volunteer Application Form**  
(Please note volunteers must be at least 18 years of age)

Return form to: EMO Coordinator,  
District of Lakeland  
Office, Box 27,  
Christopher Lake, SK  
S0J 0N0

**1. Personal Information:** (please print )

Last Name:		First Name:	
Are you a full time or seasonal resident of the District of Lakeland?			
What months are you typically in the District of Lakeland?			
<b>Lakeland Address:</b>			
Municipal Address:			
Mailing Address:		Postal Code:	
Phone:		Cell Phone:	
Email Address:			
<b>Permanent Address:</b> (if different from above):			
Street:		City:	
Province:		Postal Code:	
Phone:		Cell phone:	
Email Address:			

**2. Areas of Interest:** (potential job duties described on the reverse side )

<input type="checkbox"/> Reception/Shelter Areas	<input type="checkbox"/> Food/Beverage Services	<input type="checkbox"/> Security
<input type="checkbox"/> Telephone	<input type="checkbox"/> Computer-information entry	<input type="checkbox"/> Computer-technology
<input type="checkbox"/> Emergency Operations Centre	<input type="checkbox"/> Runners	<input type="checkbox"/> Other

Training will be provided for volunteer positions.

**4. Do you have special training, skills or certification? Please describe**

Disclaimer: It is the policy of this organization to screen all prospective volunteers. While we try to place every applicant, we reserve the right to select applicants according to our needs and criteria.

**I understand that I may have access to information of a confidential nature through my volunteer role, and agree that I will not discuss or share it beyond the scope of my role and definitely not to non-EMO individuals and/or the media.**

Signature \_\_\_\_\_ Date: \_\_\_\_\_



# Emergency Contact Information

All registered volunteers will be asked to provide the following emergency contact information:

<b>Emergency Contact #1</b>	
Name:	Relationship:
Phone #:	Alternate phone #:

<b>Emergency Contact #2</b>	
Name:	Relationship:
Phone #:	Alternate phone #:

Assigned volunteers will be required to sign a waiver form at the time of assignment.

<b>Potential EMO Volunteer Job Duties</b>		
<b>Reception/Shelter Areas-needed 24/7</b> - greeting/welcoming - registration of evacuees - set up of tables/chairs - food management - provide current incident related information at reception centre - child care - domestic pet care	<b>Food/Beverage Services</b> - prepare food/beverages for emergency responders - prepare food/beverages for people at reception centre	<b>Security</b> - sign in/sign out - monitoring of evacuated areas - monitoring restricted access areas
<b>Telephone</b> - answering public inquiry lines - call out to volunteers - status updates (e.g. power on/off)	<b>Computer-information entry</b> - input incident related information for the Public Information Officer via website, social media & other - monitor social media sites	<b>Computer-technology</b> - computer hardware setup/trouble shooting
<b>Emergency Operations Centre (EOC) (Restricted Area)</b> - assist with formal support to the incident site from the EOC - scribe-record information - general duties within the EOC e.g. monitor supplies, clean up, acquire food	<b>Runners</b> - deliver messages between sites - deliver food/beverages to sites - Pick up required supplies (local or Prince Albert)	<b>Other</b> - sand bagging - incident related clean up - traffic control/flagging - equipment operator - providing status updates (e.g. power on/off)