

Rapid Assessment Team Lead

Mission Mules Disaster Response Volunteer Position

Position Purpose

The Rapid Assessment Team Lead conducts initial on-the-ground assessments following disasters or emergencies when directed by Mission Mules Leadership.

The primary responsibility is to gather timely, accurate, and objective information that enables Mission Mules to determine whether, where, and how it can provide meaningful assistance to an affected community.

The Team Lead evaluates conditions, identifies unmet needs, documents damage and access issues, and communicates findings and recommendations to Mission Mules Leadership.

Primary Responsibilities

- Respond to affected areas when activated by Mission Mules Leadership.
- Conduct initial field assessments of damage, accessibility, road conditions, isolation, and community needs.
- Identify residents or communities that may be difficult to reach using conventional transportation or resources.
- Determine what assistance is already available and identify remaining gaps or unmet needs.
- Gather information from local officials, emergency management, first responders, community leaders, residents, businesses, and other organizations involved in the response.
- Document conditions through photographs, video, written observations, location information, mapping tools, and other appropriate methods.
- Provide timely situation reports and recommendations to Mission Mules Leadership.
- Identify potential Mission Mules capabilities that could address documented needs, including:
 - Pack mule teams
 - ATV response teams
 - Chainsaw teams
 - Cleanup and recovery teams
 - Supply delivery and distribution
 - Other appropriate Mission Mules resources
- Continue monitoring and reporting significant changes that could affect response decisions.
- Assist Leadership in identifying specific resource requests that may be coordinated with local authorities or other agencies.
- Represent Mission Mules professionally and appropriately in the field.

Field Assessment

The Team Lead should evaluate the following, as applicable:

Access

- Are roads and bridges open and passable?
- Are routes damaged, blocked, or otherwise inaccessible?
- Are residents or communities isolated?
- Would Mission Mules' specialized transportation capabilities provide a meaningful advantage?

Damage & Impact

- What types of damage are present?
- Which areas or communities appear most affected?
- Are homes, businesses, farms, roads, utilities, or other critical infrastructure impacted?

Needs

- What essential resources are currently lacking?
- Are food, water, cleaning supplies, medical supplies, or other assistance needed?
- Are debris, downed trees, or other obstacles creating access or recovery issues?

Existing Response

- Who is currently responding?
- What assistance has already been provided?
- What needs remain unmet?
- Are local officials or response agencies requesting additional resources?

Mission Mules Capability

Based on observed conditions and identified needs, the Team Lead should determine whether any Mission Mules capability could provide a practical benefit, including specialized transportation, access, debris removal, cleanup, recovery, or supply distribution.

The assessment should also consider whether a Mission Mules deployment is necessary or whether existing resources are adequately addressing the situation.

Communication & Coordination

The Team Lead must be able to communicate effectively with a wide range of individuals and organizations involved in disaster response.

They should be able to:

- Ask appropriate questions and gather reliable information.
- Establish professional relationships quickly.
- Clearly explain Mission Mules and its capabilities.
- Distinguish between directly observed conditions, information reported by others, and personal recommendations.
- Communicate information objectively without exaggerating conditions or needs.
- Provide concise, accurate, and timely reports.
- Maintain professionalism when operating within an active emergency response environment.

Activation & Deployment Expectations

This is a **rapid-response volunteer position**.

The Team Lead should be prepared to:

- Deploy with little or no advance notice.
- Travel significant distances to affected areas.
- Spend several days away from home when necessary.
- Work in changing, unpredictable, and potentially difficult field conditions.
- Operate independently while maintaining reliable communication with Leadership.
- Work long or irregular hours during an active assessment.
- Respond during weekends, holidays, or other times when disasters occur.

Authority & Decision-Making

The Rapid Assessment Team Lead is responsible for **assessing, documenting, communicating, and recommending**.

Final decisions regarding Mission Mules deployment, personnel, equipment, supplies, operational scope, and commitments to outside agencies remain with Mission Mules Leadership.

The Team Lead may not independently commit Mission Mules personnel, equipment, supplies, funding, or other organizational resources without authorization.

Required Certifications & Qualifications

- **Current CPR certification.**
- **Current First Aid certification.**
- **Valid driver's license.**

Desired Qualifications

The ideal candidate will have:

- Experience in disaster response, emergency management, search and rescue, military, public safety, field operations, or a similar environment.
- Strong communication and interpersonal skills.
- Good judgment and the ability to evaluate situations objectively.
- The ability to work independently while maintaining communication with Leadership.
- Comfort interacting with government officials, emergency management personnel, first responders, and community leaders.
- Strong observation, documentation, and reporting skills.
- The ability to remain calm and professional in stressful environments.
- Familiarity with rural, wilderness, or difficult-access environments.
- Experience with mapping, GPS, photography, radio communications, or incident documentation is beneficial.
- Willingness to learn Mission Mules capabilities, procedures, and response protocols.

What Success Looks Like

A successful Rapid Assessment Team Lead gives Mission Mules Leadership the information needed to make informed response decisions.

The assessment should clearly establish:

What happened? Where is the need? Who needs help? What resources are already available? What remains unmet? Can Mission Mules provide meaningful assistance? If so, what capability is needed and what is the safest and most effective way to respond?

The Team Lead's effectiveness is measured by the accuracy, timeliness, and usefulness of the information provided to Leadership, allowing Mission Mules to direct the right people, equipment, and resources where they can have the greatest impact.