



DFES General Circular No: 180/2020

File: 19942-01

13 October 2020

EXPRESSION OF INTEREST – VOLUNTEER WELFARE & RESOURCE OFFICER

(Formerly Volunteer Liaison Officer)

DFES is seeking a pool of metropolitan volunteers for Bushfire and Natural Hazards incidents to fill positions for the following teams:

- State Operations Centre (SOC).
- Metropolitan Operations Centre (MOC).

The role descriptions outlined below will assist applicants to understand the VWRO duties and responsibilities.

State Operations Centre Duties

- Monitoring the welfare and interests of deployed volunteers by providing advice on emerging issues and providing appropriate actions to resolve those issues.
- Provide advice on volunteer issues to SOC planning groups.
- Provide situational awareness on volunteer issues to the EMT of a R/MOC as requested.
- Assist in the identifying of volunteers who can assist State Operations.
- Provide assistance to the SOC Logistics Officer.
- Inform volunteer associations of volunteer deployments.

Metropolitan Operations Centre Duties

- Monitoring the welfare and interests of deployed volunteers by providing advice on emerging issues and providing appropriate actions to resolve those issues.
- Provide advice on volunteer issues to MOC Planning Officer.
- Provide situational awareness on volunteer issues to the Executive Management Team of the S/MOC as requested.
- Assist in the identifying of volunteers who can assist Regional Operations.
- Provide assistance to the MOC Logistics Officer.
- Inform volunteer associations of volunteer deployments.

Required Skills

The following personal attributes and experience is being sought:

- Ability to work in a team environment.
- Sound communication and interpersonal skills.
- Computer literacy skills.
- Capacity to work within DFES Values.



- Willingness and ability to undertake individual and team-based training in operational procedures and other areas as required.
- Experience working within an emergency services environment.
- An understanding of the AIIMS methodology.
- Knowledge of emergency services volunteer requirements.

Conditions Related to Volunteer Positions

It is preferred that personnel be contactable and located within approximately 90 minutes road travel time of the DFES Cockburn ESC.

Applicants will be placed on rotating availability rosters and required to make best efforts to be available during their rostered timeframe.

Applicants should complete the attached form, email to the relevant DFES Regional Office by Friday 30 October 2020.

Additional information can be obtained by contacting Allan Riley, Chief Superintendent Metropolitan Operations on allan.riley@dfes.wa.gov.au or Danny Mosconi, Chief Superintendent State Operations on danny.mosconi@dfes.wa.gov.au

Volunteers in country areas wishing to assist at the Regional Operations Centre should contact their regional office.

All applicants will be notified by email the outcome of their application.

DANNY MOSCONI
CHIEF SUPERINTENDENT STATE OPERATIONS



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Applicant Details

Volunteer No:		Brigade/Group/Unit:		
Rank:		Applicants Name:		
Contact No:		Email Address:		
Service Type:	<input type="checkbox"/> BFB	<input type="checkbox"/> SES	<input type="checkbox"/> VFES	<input type="checkbox"/> VFRS
I wish to apply for the following Volunteer Welfare & Resource Officer position:				
<input type="checkbox"/>	State Operations Centre (SOC) – Cockburn Central			
<input type="checkbox"/>	Metropolitan Operations Centre (MOC) – Cockburn Central			
Hazard	Bushfire <input type="checkbox"/>		Natural Hazards <input type="checkbox"/>	
Briefly outline your experience AND skills.				



Signature:		Date:	
Officer in Charge/ Chief Bushfire Control Officer/Local Government Endorsement: The above applicant is suitable for the selected position. Endorsed / Not Endorsed			
Name:		Contact No:	
Position:		Brigade/Group/Unit/Shire:	
Regional Superintendent Endorsement The above applicant is suitable for the selected position. Endorsed / Not Endorsed			
Name:		Signature:	
Position:		Date:	

REGIONAL OFFICE TO SEND APPLICATION FORM TO

AHIMS@DFES.WA.GOV.AU