

TRANSCAER® Regional and State Coordinator (or State Team)

Responsibilities

The purpose of the TRANSCAER® Regional Approach is to implement the TRANSCAER® initiative on a state by state basis by establishing Regional Chairpersons and State Coordinators to act as liaisons between local community representatives and the National TRANSCAER® Task Group (NTTG). The regional approach focuses the TRANSCAER® initiative on local needs through state committee coordination. The state program addresses community needs with implemented programs and required resources.

The TRANSCAER® Regional Chairperson and State Coordinators are responsible for implementing TRANSCAER® projects within their region and state. They are not expected to become personally involved in each individual project. They are expected to implement TRANSCAER® programs by utilizing chemical and transportation industry representatives, government representatives, local emergency responders, and other interested parties by coordinating activities information and resources.

The Regional Chairperson participates on the NTTG, helps manage the various state coordinator activities, and acts as a mentor to state coordinators. The Regional Chairperson also relays information from the national level to the states. At NTTG meetings, the Regional Chairperson provides information and guidance on regional and state TRANSCAER® activities, and offers ideas necessary to grow and improve national and state TRANSCAER® initiatives.

Typical responsibilities of a Regional Chairperson include:

- Recruit volunteers to serve as state coordinators and on the National TRANSCAER® Task Group.
- Assist state coordinator in establishing, organizing and growing a state TRANSCAER® committee
- Facilitate communications and information exchange between state coordinators and the National TRANSCAER® Task Group from Regional meetings/calls.
- Participate in NTTG meetings (held 4-5 times a year) and report activities in region
- Commit 1-2 days a month implementing TRANSCAER®

The State Coordinator implements TRANSCAER® in the state. The State Coordinator shares information with the Regional Chairperson and organizes resources and prioritizes TRANSCAER® activity locations in the state. Many times state coordinators recruit others, forming a team to help the coordinator implement TRANSCAER®.

Typical responsibilities of a State Coordinator Team include:

- Identify state TRANSCAER® needs and opportunities. Identify and obtain resources to implement TRANSCAER®.
- Establish a state TRANSCAER® Team comprised of chemical, transportation, emergency responders and local emergency preparedness agencies. Continue to reach out to new agencies from the government such as state DHS/TSA.
- Provide speakers and/or make TRANSCAER® presentations.
- Maintain a listing of state TRANSCAER® activities, contacts, resources, speakers and ensure this information is provided to the TRANSCAER® database manager.
- Provide regular updates on state TRANSCAER® issues to the Regional Coordinator.
- Commit 1-2 days a month implementing TRANSCAER®.