


JEAN ANDERSON WWW.AWSDISASTERPLANNING.COM		AWS Office Disaster Survival Planning Services 246 Via Novella, Aptos, CA 95003 jeanaws@aol.com - 831-685-1041
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**OFFICE DISASTER SURVIVAL PLANNING SERVICES
PROJECT MANAGER AND WRITER**

Offering Top Notch Office Disaster Survival Planning Services

**At least 1/4 of all offices that close because of a disaster never reopen.
Is your office prepared to survive a disaster and restore services ASAP?**

Jean Anderson offers Office Disaster Survival Planning services to prepare your office to survive, respond, recover, and restore services ASAP. Jean Anderson applies her extensive Disaster Services experience and training to develop a custom Office Disaster Survival Plan using the latest tools.

Disaster Survival Planning Services: Survive, Respond, Recover, and Restore Services

- ▶ Office Disaster Planning Services for Community Action Board of Santa Cruz Count, Inc
 - (Plan, Workshop, ICS Job Titles, IBHS Toolkit for all seven departments, CERT training, community outreach)
- ▶ Aptos Chamber of Commerce Office Disaster Plan Leadership Santa Cruz County Project Lead
 - Deployed Disaster Survival Planning and Recovery Toolkit at Aptos Chamber of Commerce Office
- ▶ Santa Cruz County Hazards and Preparation PowerPoint- Customized from NET Training Template
- ▶ Seascope CERT Household, street, office, and neighborhood disaster surveys
- ▶ Seascope CERT Disaster Survival planning, response, recovery, and restoration of services documents.
- ▶ Designed www.seascopecert.org web site, managed development of web site, and wrote all documents on the site.
- ▶ San Mateo County American Red Cross Disaster Response Plan
- ▶ American Red Cross Disaster Action Team Response Training
- ▶ American Red Cross Disaster Action Team Response Handbook
- ▶ Red Cross Air Crash Disaster Training and Air Crash Disaster Handbook
- ▶ American Red Cross Disaster Shelter Manager Guide update.

Disaster Survival Leadership Experience

Leadership Position	Description
Santa Cruz County Business Representative	Santa Cruz County Emergency Management Council Coordinating Committee The Emergency Management Council Coordinating Committee (EMC3) is responsible for strategizing the development and organization of Santa Cruz countywide disaster preparedness efforts. Committee members represent a broad cross section of local emergency service, health care, education, infrastructure, Engineering, business, and volunteer coordination services.
Office Disaster Plan Project Lead	Produced an office disaster response plan process and supporting document templates that any office can use to develop their own plan and support documents.
Seascope CERT Board President	President of CERT non-profit board of directors dedicated to training, educating, developing community, and preparing Seascope neighbors to prepare for and respond to a major disaster.
Seascope CERT Leadership Volunteer	Developed Seascope CERT disaster plan, custom house, street, and neighborhood assessment surveys, CERT bulletins, resources identification, fund raising, web site, & planning documents.
San Mateo County ARC Chairperson 1987 - 1992	American Red Cross Emergency Services Chairperson- San Mateo County 1987 – 1992 Responsible for leadership, budget, programs, training, and response. Regional Bd. of Directors. • Negotiated and developed mutual aid agreement for SFO Airport Air Crash Response Plan. • Developed and managed training for the Red Cross Air Crash Response Team, DAT. • SFO Airport ARC Disaster Response Leader • Director: Disaster Services Database Project.
American Red Cross Local Boards of Directors	American Red Cross Local Boards of Directors- Santa Cruz Chapter 1982–1985 • Golden Gate Chapter - San Mateo Region Board of Directors 1987–1991
CA Special Olympics ARC Food Chairperson	Mass Feeding Project Director - Planned, coordinated food donations, and managed staff and meal preparation, packaging, and distribution of 10,000 lunches for athletes, staff, & volunteers.

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American Red Cross Disaster Response Leadership Experience

- ▶ *Santa Cruz Floods – 1982- Red Cross Disaster Services Administration, Damage Assessment, Mass Care*
- ▶ *Alviso Floods - Mobile Canteen - 1983*
- ▶ *Civil Air Patrol Search and Rescue - Mass Care for Drills - Alturas, 1983*
- ▶ *Lexington Fires Los Gatos High School - Shelter Manager - 1985*
- ▶ *SFO Airport Disaster Drills - 1987, 1988, 1989, 1990*
- ▶ *Loma Prieta Earthquake - Santa Cruz Civic Center Shelter Manager – 1989*

Multi-Agency and Multi-Role Disaster Response Leadership Training

- ▶ *American Red Cross (ARC) Disaster Services Mass Care Workshop*
- ▶ *ARC 3066 Introduction to Disaster Services*
- ▶ *ARC 3067 How to Conduct Disaster Damage Assessment*
- ▶ *ARC 3068 Disaster Feeding Operation*
- ▶ *ARC 3081 Administering a Small Disaster*
- ▶ *ARC Disaster Volunteer Management*
- ▶ *ARC Crisis Intervention*
- ▶ *ARC Safety and Survival in an Earthquake - Instructor's Course*
- ▶ *ARC Multi-Media First Aid*
- ▶ *ARC Incident Command System*
- ▶ *ARC 3080 Public Affairs in Disaster*
- ▶ *ARC International Committee Red Cross Training Symposiums - 1986, 1988*
- ▶ *California Emergency Services State Training Institute*
- ▶ *Air crash Disaster 3-Day Emergency Management Program - 1988, 1989*
- ▶ *San Francisco Airport Annual Air Crash Mutual Aid Response Drills: SFO 1987, 1988, 1989, 1990*
- ▶ *Team Leader for the San Mateo Red Cross Disaster Action Team - 32 mutual aid agencies responding to SFO Airport.*
- ▶ *Community Emergency Response Team (CERT) Training*
- ▶ *California Citizens Corps/CERT Conference – October 2006*
- ▶ *Disaster Business Summit San Francisco – February 2007*
- ▶ *CERT Triage Update 2007*
- ▶ *Seascape CERT Search and Rescue Demonstration at Cabrillo College CERT Fair*

Disaster Service Awards and Recognition

- Santa Cruz 1989 Floods Appreciation Certificate
- American Red Cross Disaster Services Leadership Training Scholarship
 - ARC Alviso Floods Mobile Canteen Appreciation Certificate
 - Civil Air Patrol Search and Rescue Mass Care
 - ARC Shelter Manager Appreciation Certificate- Lexington Fires
 - SFO Airport Disaster Drills - 1987, 1988, 1989, 1990 ARC Appreciation Certificate
 - Loma Prieta Earthquake – ARC Shelter Manager Appreciation Certificate
 - American Red Cross Meritorious Volunteer Leadership Award
 - American Red Cross Volunteer of the Year - San Mateo County
 - California State Senate Certificate of Recognition
- Aptos Chamber of Chamber of Commerce Community Enhancement Award for CERT Volunteer Work