

CLASSROOM-G-288/G489 VOLUNTEER AND DONATIONS MANAGEMENT

Hosted by: Fairfield County Emergency Management Agency

October 28-29, 2026

Course Description: This training supports local governments and their emergency management partners in preparing for, responding to, and recovering from disaster events at the local level. The course is designed to strengthen the abilities of local jurisdictions to successfully prepare for and handle volunteer and donations management issues that may arise. The course content and activities may also serve as a template, thereby enhancing uniformity in addressing areas of donated unsolicited goods, unaffiliated volunteers, and undesignated cash. This training also provides information regarding the state's volunteer and donations management responsibilities, which are designed to help build relationships between government and non-governmental organizations. This course also aims to introduce the keys to success in managing large numbers of spontaneous volunteers in disasters. Its underlying assumption is that much of the volunteer help is indeed needed, and that with basic emergency management coordination skills, the volunteer resources can often be put to effective use, making a positive difference in the affected community. The course will discuss the benefits spontaneous volunteers can bring to relief efforts and the challenges they may bring if not coordinated effectively. Emphasis is also placed on how to make full use of a "Volunteer Reception Center".

Application Deadline:

Ten working days prior to the course
Seating availability is limited so register early

Course Registration time:

7:30 am – 8:00 am

Course Time:

8:00 am to 5:00 pm

Training Location:

Fairfield County EMA
240 Baldwin Drive
Lancaster, OH 43130



Recommended Participants: The intended audience(s) are individuals that have the chance of working with or coordinating spontaneous volunteers in a disaster.

Recommended Prerequisites: IS-288.a, The Role of Voluntary Organizations in Emergency Management; IS-100 Introduction to the Incident Command System, IS-200 Incident Command System for Single Resources and Initial Action Incidents; IS-700 National Incident Management System, an Introduction

Enrollment: Students must enroll via the Department of Public Safety Training Campus website: <https://learning.dps.ohio.gov/PSTC/>. Course registration will close 10 working days prior to the course start date and applicants can check enrollment/approval status via the Department of Public Safety Training Campus website.

Course Costs: There is no charge for participants attending this course. However, Lodging, Meals, Per Diem and all other travel expenses are the responsibility of the student or the parent organization.

State Point of Contact: Emily Suezo, DSC 2, Ohio EMA, State Training Coordinator, (614) 799-3666
elsuezo@dps.ohio.gov.

Disability Related Accommodations for Students & Program Participants

The Ohio Emergency Management Agency (Ohio EMA) is committed to providing access and inclusion and reasonable accommodation in its services, activities, and programs in accordance with the Americans with Disabilities Act (ADA) and other applicable laws. For questions regarding disability accommodations or to request a disability accommodation, please contact the Department of Public Safety's (DPS) ADA Coordinator as soon as possible, preferably at least 14 days before the service, activity, and program. The DPS ADA Coordinator can be contacted at hrequestada@dps.ohio.gov or (614)728-0146.

Mission Statement

To coordinate activities to mitigate, prepare for, respond to, and recover from disasters.