



MCI POSITION DESCRIPTIONS CONTINUED

STAGING AREA MANAGER

Function	Manage all activities within a staging area
Report To	Operations Section Chief (radio designator " Operations ")
Radio Designator	Your radio designator is " Staging "
Subordinates	Personnel as needed
Duties & Responsibilities	<ul style="list-style-type: none">▪ Obtain briefing from Operations Section Chief▪ Establish a staging area layout▪ Determine support needs for equipment, feeding, sanitation and security▪ Establish check-in function▪ Post areas for identification & traffic control▪ Request maintenance service for equipment as appropriate▪ Respond to requests for resource assignments from Operations or via incident communications center▪ Obtain & issue receipts for radio equipment and supplies distributed and received▪ Report resource status changes▪ Maintain area in an orderly fashion▪ Demobilize area in accordance with Incident Demobilization Plan▪ - Maintain unit log