



Thanks for taking an interest
in this very important position!

Should you choose to lead this **Working Group (WG)**, then the following **BENEFITS** would be yours:



- An invitation to participate in the exclusive EMI SIG Spring Leadership Summit & Virtual Fall Leadership Forum
- A platform to positively impact the Emergency Management Programmatic element related to this WG
- If applicable, up to 80-hours of professional development towards your Emergency Management Certification program and or annual position requirements

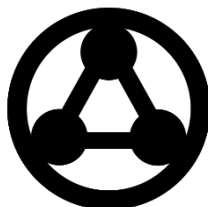


Your **RESPONSIBILITIES** would include:

1. Establishing or confirming the **WG Purpose**
2. **Leading this WG** until its purpose has been completed (or until you find a replacement)
3. **Identifying ONE initiative/product** that the working group members will work on during the current term
4. Working with the Subcommittee Coordinator to **identify Tasks & Subtasks** needed to successfully manage the above initiative/product
5. Maintaining the **WG homepage & Shared Documents**
6. As needed or requested:
 - a. Monitoring the **WG Announcements & Discussion Board**
 - b. Ensuring the **Calendar** includes all WG meetings & events
 - c. **Reporting WG status** in monthly Subcommittee Meetings

We **know** you've got what it takes to be a **great WG Leader!**

All **you** need to do is return to your **Subcommittee home page** and click on your **Coordinator's name** to let them know you're ready for the opportunity to shine!



Jennifer Hutchins

EMI SIG Program Administrator
Office of Emergency Management Policy (NA-41)
National Nuclear Security Administration (NNSA)
Desk: (505) 845-6713
Email: jennifer.hutchins@nnsa.doe.gov
Mobile: (505) 235-8052