

## **Regional Deployment Job Tool – DOVE Deployments**

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### **Purpose**

This job tool is a quick reference guide for the regional Disaster Workforce Engagement Team (DWET) to facilitate DOVE deployments.

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### **Summary**

The DOVEs and the American Red Cross have had a strong partnership for over 20 years. The DOVEs are a Red Cross national partner that have a mission to support Red Cross Disaster Cycle Services.

The Disaster Operations Volunteer Escapees (DOVE) is a special interest group of the national Escapees RV (Recreational Vehicle) Club. The DOVEs were formed by Escapees RV Club members previously involved with Red Cross disaster relief efforts. The DOVE membership consists of RV enthusiasts, many of whom are living full time in RVs and have no singular fixed residence.

DOVE members are a group of responsible adults with specific unique advantages for disaster relief efforts. The mission of the DOVE is to:

- Recruit Escapee RV Club members for Red Cross Disaster Cycle Services.
- Assist DOVE members in obtaining training as Red Cross disaster operations volunteers.
- Provide DOVE members with timely information about Red Cross disaster relief operations.
- Provide volunteer assistance to the Red Cross whenever and wherever practical.

More information can be found in the [MOU on the Exchange](#).

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### **Scope**

While there are many ways and levels that DOVEs may support the local region (*see MOU – Section IV*), the scope of this job tool focuses on the two primary means of deployment

- within the regional DRO support structure and
- outside the regional DRO support structure (an RV deployment)

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### **Audience**

- Regional Disaster Workforce Engagement (DWE) team
  - NHQ Community Engagement and Partnerships (CEP)
  - Resource Mobilization and Support (RMS)
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**Non-RV  
Deployments**

The standard requirements and steps for any DOVE deployment, when not by RV, are identical to any other Red Cross disaster responder

- Be affiliated with a primary region and be in good standing with that region.
  - Have a Group/Activity/Position (GAP) and updated availability in Volunteer Connection.
  - They are notified of matching G/A/Ps on the Disaster Operations Open Requests (DOOR).
  - Recruitment to include assignment, appropriate travel (non-RV) and mission card procurement.
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**Finding  
Deployment  
Requests NOT  
in chapter  
proximity**

When working with the DOVEs, there may be occasions when a DWET may need to see all the requests in the DOOR. As there may be different processes for accessing this information, DWET can work with their RMS Manager or locate someone within their region who is familiar with accessing this information.

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**DWET  
Clarification for  
non-proximity  
deployments**

DOVEs may qualify for a deployment based on their proximity to the disaster rather than their proximity to the home region. DWETs will forward the DOVE requests to deploy to their RMS Manager even if the home region doesn't show an open matching position within their proximity.

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**RV  
Deployments**

Should an opportunity arise for a DOVE RV deployment, then

- The DOVE will reach out to the DWET and request deployment by RV.
- The DWET will request approval from their division RMS Manager.
- The RMS Manager will determine whether deployment by RV is appropriate and if not, determine if other travel is appropriate (air, rental car) and advise the DWET accordingly.

**The sole discretion of a DOVE RV deployment is determined by the RMS unit regardless of region, division or national deployment.**

The details of that determination can be found in the *MOU, Attachment C, Section D, Subsection 3*.

**NOTE:** If the region is unable to support the DOVE's RV deployment request, the DOVE reserves the right to request that same deployment via their DOVE Deployment Coordinator (internal to the DOVE organization).

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**Approved RV Deployments**

If a DOVE is approved for an RV deployment

- RMS will notify both the region and the DOVE Deployment Coordinator.
- If outside of the region’s proximity to the DRO, RMS will assign. If within, the region will assign.
- The region will provide a mission card if logistically feasible or the DOVE will procure a mission card on the DRO.

Additional details of the DOVEs deployment and DRO check-in process are available in the *MOU, Attachment C, Section D, Subsection 4.*

**QUESTIONS?**

Contact Division RMS Manager.

**RV Deployments – Step by Step**

**Note:** some of the steps for RV deployments are the same for non-RV deployments.

STEP	WHO	ACTION
1	DOVE	A DOVE member communicates desire to deploy in RV to their regional Disaster Workforce Engagement Team (DWET) member.
2	DOVE	If DWET is unable to support the DOVE deployment, DOVE communicates need to DOVE Deployment Coordinator, who in turn communicates deployment request to the division RMS Manager.
3	RMS	RMS in this instance communicates need to regional DWET or carries through deployment steps below if DWET is unable to.
4	Region DWET	DWET confirms matching position in DOOR.
5	Region DWET	DWET member communicates potential DOVE deployment to division RMS team.
6	RMS	RMS team confirms with DRO Staffing Services (SS) and will copy NHQ SS that conditions on the DRO are favorable for a RV deployment.
7	DRO SS	DRO SS confirms with DRO leadership that a suitable RV site within reasonable distance to work site is available, desirable, and a DOVE deployment and travel time to the DRO fits with DRO’s Service Delivery Plan (SDP). <b>NOTE</b> - in lieu of confirmation of a RV site, DOVE may advise of one. DOVE informs the DWET or the DOVE Coordinator whomever is managing the deployment. In this instance communication from DRO SS will come back through RMS to DOVE/DWET.
8	DRO SS	DRO SS working with DRO Logistics confirms that ground transportation for the DOVE to/from RV site to a work site is compatible with the DRO Transportation Manager’s transportation plan.

STEP	WHO	ACTION
9	RMS	RMS compares the RV roundtrip travel cost and the air travel roundtrip cost to the DRO to ensure RV travel is less or equal to air travel.
10	RMS	If any conditions in #6 - #9 above are NOT favorable for DOVE deployment, RMS will recommend alternative transportation method (air/car rental/rail).
11	RMS	If all above are approved - RMS confirms deployment with DWET and DOVE.
12	Region DWET	If the position is open to the home region (based on proximity), the DWET assigns DOVE and provides mission card if logistically feasible.
13	RMS	If the position is not open to the home region (based on proximity), RMS will both confirm deployment and assign DOVE. <b>NOTE</b> - If mission card procurement isn't logistically feasible, DOVE will be instructed to procure the card on the DRO upon check in. RMS will communicate this need to DRO SS.
14	DOVE	DOVE completes the Pre-Assignment Health Questionnaire (PAHQ) and any additional deployment steps (extreme hardships/COVID requirements as determined by NHQ).
15	DOVE	DOVE deploys and arrives at agreed upon DRO RV site, situates themselves and checks in with DRO SS using Disaster Responder Information System (DRIS) information provided.
16	DRO SS	DRO SS checks in DOVE, provides reporting and work instruction (including mission card if needed) and ground transportation specifics.
17	DOVE	DOVE completes deployment, tallies expenses, and reimburses themselves for mileage, RV site expenses as well as any outstanding DRO related expenses accrued during deployment prior to mission card procurement.
18	DOVE	DOVE out-processes with DRO SS at the conclusion of their assignment.
19	DOVE	DOVE reviews evaluation when provided by Supervisor/Reviewer and submits their feedback and acceptance of the evaluation in Volunteer Connection.
20	DOVE	DOVE departs DRO to their intended destination. After they arrive, they should complete a post-deployment interview with their region within two (2) weeks of their DRO release date. This includes reviewing their evaluation and discussing future deployment opportunities.
21	DOVE	DOVE receives recognition (DRO certificate/thank you notes) at a later time from Disaster Cycle Services/Volunteer Services and prepares for next deployment.