



BritishRedCross

BRITISH RED CROSS EMERGENCY RESPONSE UNITS

CANDIDATE GUIDE



Introduction

Thank you for your interest in joining our international Emergency Response Units (ERUs). In this candidate guide you will have all the information you need to get an understanding of what our ERUs do and how they are managed. If you apply and are shortlisted to join one of our ERUs, this guide will help you to understand what the recruitment processes are for candidates and the training requirements for new recruits.

What is an ERU?

An ERU is a team of recruited and trained technical specialists, ready to be deployed at short notice to respond to global emergencies. ERUs were created in 1994 to give immediate support to Red Cross and Red Crescent National Societies in disaster-affected countries.

ERUs are designed to be self-sufficient and deploy with pre-packed modules of standardised equipment. ERUs deploy for one month rotations and can operate for up to four months.

ERUs provide specific services where local infrastructure is damaged, temporarily out of use or insufficient to cope with the needs. If the need for assistance continues after the ERU's four month operational period comes to an end, the service provision and equipment is taken over by the International Federation of the Red Cross and Red Crescent's (IFRC) ongoing operation, the host National Society, the local government or other competent organisations.



When are ERUs used?

The IFRC works through National Society (NS) members who are auxiliary to their Governments in the field of disaster, crisis and conflict response. Emergency response takes place from local to global, optimising resources at each level as the scale or complexity of the disaster requires. In the aftermath of a large-scale or complex emergency, the IFRC works with the National Society to conduct a needs assessment. This determines the appropriate level of global support needed and which ERUs (if any) should be deployed.

What type of ERUs exists within the Red Cross Red Crescent Movement?

The following ERUs are held by different National Societies:

- > Logistics ERU
- > Relief ERU
- > IT & Telecommunication ERU
- > Water & Sanitation ERUs: Module 15, Module 40 and Module 20 Mass Sanitation
- > Basic Health Care ERU
- > Referral Hospital ERU
- > Rapid Deployment Hospital ERU
- > Base camp ERU

What types of ERUs does the British Red Cross hold?

The British Red Cross (BRC) currently holds two ERUs:

Logistics ERU

Its function is to manage effectively the arrival of large amounts of relief goods, either flown in by air or trucked and shipped in, the clearance of these goods, their storage and subsequent forwarding to distribution points. The unit is responsible for reporting on these items. In addition, the unit supports the customs clearance of other ERUs, often arriving with heavy equipment.

Example of deployments: Liberia (Ebola, 2014-15), Philippines (Typhoon Haiyan, 2014).

Mass Sanitation Module 20 MSM ERU

Its function is to provide basic sanitation facilities (latrines, vector control and solid waste disposal) for up to 20,000 beneficiaries and to initiate hygiene promotion programmes. Hygiene promotion is a planned, systematic approach to reduce the risk of disease by drawing on affected population's knowledge and resources. Hygiene promotion activities include assessment, community mobilisation, hygiene information, education and communication targeted at promoting hygiene practices at the community and household levels, in addition to operation and maintenance of hygiene facilities. Community participation in the immediate aftermath of a disaster ensures sustainable and incremental improvements in environmental health.

Example of deployments: Greece (Refugee Crisis, 2015-16), Nepal (Earthquake, 2015).

For more information on ERUs generally, please visit:

<http://www.ifrc.org/eru>

How does the British Red Cross organise its ERUs?

The management of both the Logistics ERU and Mass Sanitation Module 20 (MSM20) ERU is overseen by the Emergencies team with technical support from the technical advisory units in Logistics and WASH. Both ERUs work on a monthly roster approach that comprises pre-trained teams of technical specialists. Each month a team of the following technical specialists are on call:

LOGS ERU

- > Team Leader
- > Supply Chain Admin Delegate (SCAD)
- > Supply Chain Admin Delegate (SCAD)
- > Air Operations
- > Warehouse/Transport

MSM20 ERU

- > Team Leader
- > Specialist Support
- > Hygiene Promoter
- > Sanitation Engineer

BRC must be ready to deploy the ERU within 24-48 hours of a deployment order. We require those on call to be within a 6 hour journey time to London whilst on call. The standard deployment length is one month. The teams must also be fully self-sustained for this period of one month, equipped with standardised, pre-packed kit. The ERUs must be deployable for up to 4 months on rotation of a month at a time. Please note that the request to deploy may come at any time of the month. Therefore you should be ready for a month long deployment at any time of the month even on the 30th day of the month. It is recommended that ERU members advise their regular employer that, for example, if on call for October you could be deployed for most of November.

How is an ERU deployed?

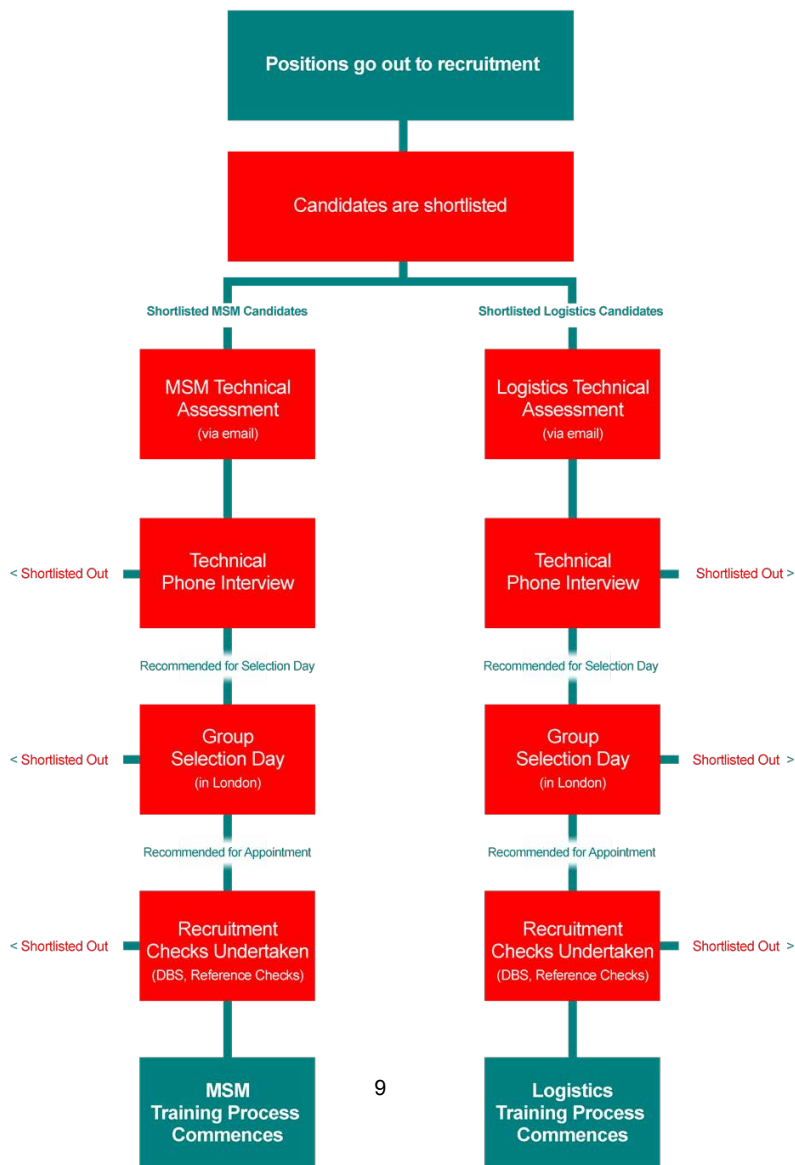
Following a disaster and a needs assessment in country, ERUs can be requested by the local Red Cross/Red Crescent National Society. Once requested, an alert is sent to all National Societies which hold an ERU. The alert and deployment process is managed by the IFRC Secretariat in Geneva. There is a rapid alert system using text and email, and those National Societies having ERUs available respond quickly, so that a decision on who-goes-where can be made within hours. ERUs can then be deployed to the affected country within 48 hours of a major disaster happening.

When BRC receive that initial alert they will contact their rostered ERU members and advise them to prepare for a possible deployment. This alert will come via text or email from the BRC International Human Resources (HR) team. Once a deployment is confirmed by the IFRC Secretariat the ERU members will be notified by the BRC International HR team and the deployment process commences.



What is the British Red Cross ERU recruitment process?

Recruitment to both ERUs is reviewed and organised on an annual basis, according to an identified need to increase the numbers of those eligible to be on call. The flow chart below depicts the ERU recruitment process:



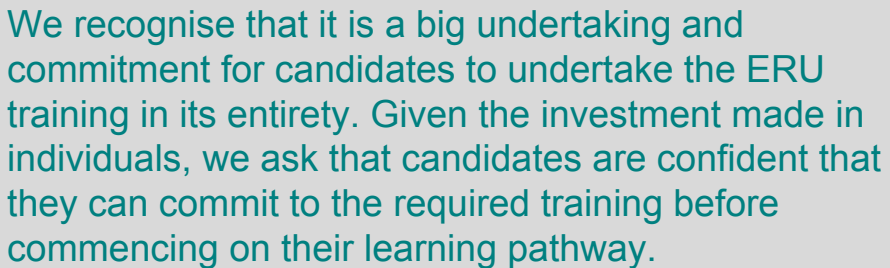
The recruitment process is managed in partnership by the BRC International HR team and the relevant technical teams (Logistics or Health and Wash). During the recruitment process you will meet individuals from both the technical and HR teams. As depicted in the flow chart, there are a number of steps in the recruitment process. Our technical and HR team will provide you with outcomes following each stage.

If you successfully complete all stages in the ERU recruitment process, you will then commence on the ERU learning pathway.



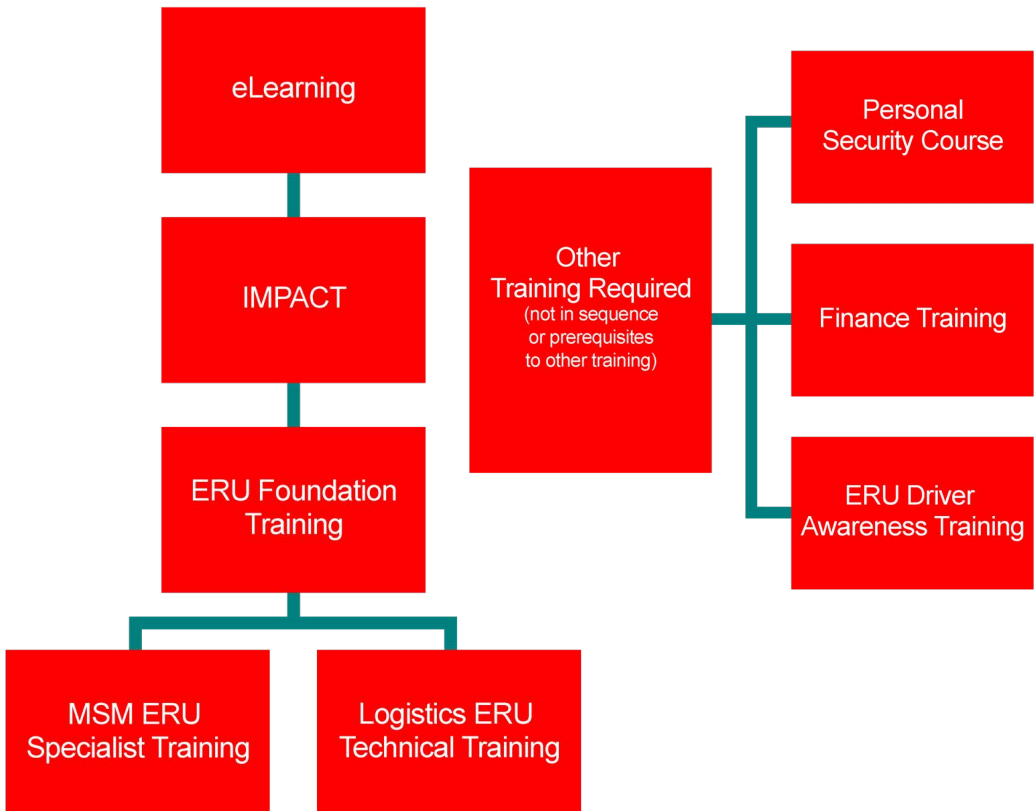
What training is required to be on an ERU?

BRC invests heavily in the training of ERU new recruits. It is important that if deployed, ERU members are well prepared and trained to go into disaster zones. Much of your first year as an ERU member will be in training. It will not be until the after successful completion of all training that you will be ready to go on call.



We recognise that it is a big undertaking and commitment for candidates to undertake the ERU training in its entirety. Given the investment made in individuals, we ask that candidates are confident that they can commit to the required training before commencing on their learning pathway.

Details of the ERU learning pathway can be found here:



Online eLearning courses

British Red Cross Foundation Course e-module

The module gives an overview of the history of the Red Cross/Red Crescent Movement, the fundamental principles, the use of the Red Cross emblems, the British Red Cross values as well as health and safety and information governance.

Complete before: IMPACT

Length of module: 2 hours 30 min

World of Red Cross (WORC)

Gain insight into the work of the Red Cross and Red Crescent Movement, its history, fundamental principles and how it operates.

Complete before: IMPACT course

Length of module: 16-20 hours

Code of Conduct

This brief course introduces the Staff Code of Conduct document, its purpose and main concepts as well as the related reporting and disciplinary processes.

Complete before: IMPACT course

Length of module: 30 min

Principles and Rules for Red Cross and Red Crescent Humanitarian Assistance

The course will increase awareness and promote compliance with the Principles and Rules that govern National Societies and the IFRC in international humanitarian assistance.

Complete before: IMPACT

Length of module: 60 min

Stay Safe Personal Security

This course is intended for all Federation and Red Cross and Red Crescent national society personnel, including volunteers. The aim of the course is to provide basic security preparation for those personnel traveling or being deployed to the field.

Complete before: Personal Security Course

Length of module: 4 hours

Introduction to Cash Transfer Programming

The aim of the training is to raise awareness of the issues associated with cash transfer programmes.

Complete before: ERU Foundation Course

Length of module: 2 hours

Child Protection at the IFRC

This course covers three key areas: an overview of child protection, responding and reporting and taking action.

Complete before: IMPACT

Length of module: 30 min

Face to face courses

IMPACT

An introduction to the fundamental principles, values and history of the Red Cross. Learn about processes and procedures to be followed as well as the behaviours the Red Cross expects all delegates to exhibit. The purpose of IMPACT is to prepare international staff recruited by National Societies and by the Federation to fulfil their role as delegates in the field by improving their understanding of the organisation's principles, mandates, organisational culture and work in conflicts, disasters and development.

Mode: Face-to-face, residential course

Length of course: 5 days

Dates: ~~19 – 23 March 2018~~ Now: 12-16 March 2018

ERU Foundation Training

- > **Logistics ERU Recruits** – Find out about how ERUs operate and fit within RCRC disaster response mechanisms. Understand how Logistics ERUs coordinate with partners in the RCRC movement and the wider operating context. Gain insight into the mandate of the Logistics ERU and, the roles and responsibilities of Logistics ERU members. Understand how the team operates and standard ways of working on a Logistics ERU operation.
- > **MSM ERU Recruits** – Find out about how ERUs operate and fit within RCRC disaster response mechanisms. Find out about how MSM ERUs coordinate with partners in the RCRC movement and the wider operating context. Gain insight into the mandate of the MSM ERU and the roles and responsibilities of MSM ERU members. Understand how the team operates and standard ways of working on an MSM ERU operation.

Mode: Face-to-face, residential course

Length of course: 7 days

Dates: 22 - 27 April 2018

Personal Security Course

The personal security course provides an opportunity for training ERU delegates to develop understanding of the BRC security framework, risk assessments and how to deal with personal security risks overseas. By relating the theory of security to a simulation exercise, people are given the opportunity to put their knowledge and skills into practice.

Mode: Face-to-face, residential course

Length of course: 4 days

Dates: 17 – 20 May 2018

Logistics Technical Training

This training focuses on Logistics ERU team members putting core elements of their role into practice. The training is structured as hands on practical and refresher sessions followed by a deployment simulation exercise in teams.

Mode: Face-to-face, camping

Length of course: 5.5 days

Dates: 1 – 6 July 2018

Or

MSM Specialist Training

This training focuses on MSM ERU team members putting core elements of their role into practice. The training is structured as workshops and hands on practical sessions followed by a practical deployment scenario activity in teams.

Mode: Face-to-face, camping

Length of course: 6.5 days

Dates: 4 – 9 August 2018

ERU Driver Awareness Training

The ERU Driver Awareness Training course provides newly recruited ERU delegates with basic awareness of driver and vehicle safety and how to manage risks associated with use of 4x4 vehicles when on deployment. The purpose of the course is to ensure ERU delegates are familiar with standard RCRC vehicles and safe use of equipment, including the forklift. It provides insight into safe driving techniques for off-road driving and how to identify whether your driver is driving safely – and how to provide appropriate corrective action if needed.

Mode: Face-to-face, residential course

Length of course: 2 days

Dates: Variety of dates available

ERU Finance Training (SCAD role – Logistics ERU / Specialist Support MSM ERU)

The ERU Finance training supports the SCAD or Specialist Support delegate to use the templates and tools required for effective financial administration of the ERU.

Mode: Face-to-face, residential course

Length of course: 1 day

Dates: Variety of dates available



What is the ERU Roster Process?

Once you are fully trained you will be invited to provide us with your availability to be rostered for the following year. Invitations to express availability are usually sent in the autumn of the year before. If you are able to, it is great if you can offer a number of potential months.

Once availability is received from all members, the Rosters and Registers Assistant will collate this and draft a roster for the following year. Once the roster is finalised it will be distributed among members.

Roster members are required to commit to an entire month on call each year. Deployments are four weeks in duration. It is important for roster members to be aware that they may be called up for a deployment right up until the end of their month on call.

The Rosters and Registers Assistant will support you with the pre-deployment preparation. Due to the urgent nature of the deployments all the standard deployment requirements such as medicals will be carried out in advance.

Should the ERU be deployed whilst you are on call, you will receive an email, text or phone call from the BRC International HR team. You will then be required to come to London to collect your kit and be briefed by UK Office teams. This will be the time you will meet your other team members. You will travel together to the location of your deployment. All travel arrangements will be arranged by BRC.

What are ERU Members paid?

Generally ERU members will only receive payment if they are deployed. BRC may pay a retainer to ERU members whilst on call equivalent to 50% of the full salary they would receive if deployed subject to the following conditions:

- > They don't have another source of income during their month on call
- > They have given up work or a form of income in order to be on call

All of the roles on the ERU are aligned to the BRC International delegate salary scales. Currently these are:

- > Team Leaders - Grade 5
- > Technical roles (Sanitation Engineer, Air Ops etc.) - Grade 4
- > Specialist Support/Supply Chain Administrators - Grade 3

If deployed, ERU Technical members will receive four weeks' payment of an annualised salary of £26,335 (grade 4.0). Missions of four weeks or less also attract a 15% short term bonus.

Four week deployments will also attract 3 days' annual leave which will be paid at the end of contract for those ERU members who are not substantively employed by BRC.

Where to get more information?

If you have any questions about the process or any of the information contained within this document, please contact our Rosters and Registers Assistant, Alice Fahey at AliceFahey@redcross.org.uk

