

EOC Skillsets

EOCs have a defined EOC Director (or an individual with a similar supervisory title) who is assigned overall responsibility for managing the EOC.

The composition of EOC staffs vary. The variable organizational structures used in EOCs precludes a “one size fits all” approach to EOC positions.

There are common EOC “Skillsets” that are present in most EOCs.

Jurisdictions must determine how these Skillsets are best aligned and staffed under their chosen EOC organizational structure.

The application of EOC Skillsets is flexible. In a large EOC, multiple staff may perform a single Skillset. In a small EOC, a single staff member may perform multiple Skillsets.

The 20 common EOC Skillsets are:

- Coordination & Individual Contribution
- Leadership
- Policy and Direction
- Action Tracking
- Center Management
- Document and Records Management
- EOC Facility Management
- Finance
- Legal Counseling
- Organizational Representation
- Performance Improvement
- Planning
- Public Affairs Coordination
- Recovery Coordination
- Resource Ordering and Acquiring
- Resource Sourcing
- Resource Tracking
- Safety Advising
- Situational Awareness
- Understand Resource Requirements

Additional information on EOC Skillsets is available on the FEMA National Qualification System (NQS) website <https://www.fema.gov/national-qualification-system>.