



**MAMEC IS PLEASED TO ANNOUNCE
THE FIFTH MODULE OF THE**

Municipal Emergency Coordinator Training Program

Register for *Module Five: Reception
Centre Training* by submitting the form
on the last page of this document with
payment by mail or etransfer.

Register early as space will be limited!



**Features a
Live Reception Center
Exercise**

This will NOT be offered virtually
due to the live exercise – training
is in person only.

\$225

**PER MODULE FOR
MAMEC MEMBERS**

\$250

**PER MODULE FOR
NON-MAMEC MEMBERS**

MAMEC is dedicated to keeping the cost of the training program affordable for all communities. Another advantage to membership is a reduced rate for each training course; if you are not a member but wish to join MAMEC send us an email at info@mamec.ca and we will forward a membership application.



MODULE FIVE

Reception Centre Training

This course will focus on opening up and working in your Community Reception Centre. Under legislation each municipality must be prepared to take care of their own residents in the event of an evacuation. In some cases they agree to open up a Reception Centre to care for residents from their neighboring community.

This course will be comprised of theory in the morning and a live Reception Centre exercise in the afternoon. The theory will cover;

- Purposes of a reception centre
- Job descriptions of the team
- Staff functions needed when operational.
- Dealing with evacuees

Note that we are unable to offer a virtual option on Module 5 due to the live exercise. Register early as space will be limited.

**REGISTER FOR
MODULE FIVE BY
SEPT 11TH
2023**

September 19TH

St. Pierre Jolys

St. Pierre Bible Fellowship Church

488 Lavoie Ave, St. Pierre Jolys

9am–4pm

View Map: spbf.ca/contact

September 21ST

Brandon, MB

Brandon University Harvest Hall

(lower level, enter on Louise Ave)

270 18th Street

9am–4pm

View Map: brandonu.ca/campus-map

LUNCH WILL BE PROVIDED AT BOTH COURSES.



LEARN FROM THE BEST

Our Experts

MAMEC Executive Board worked with a Course Developer and Educator with a Doctorate and over +15 years' experience in Emergency Management to research, develop and write these training modules. The development team also included students from the University of Winnipeg who have assisted with the research on this project.

THE COMPLETE LIST OF

Courses Offered

Module 1: The Role of the Municipal Emergency Coordinator

Module 2: Hazard and Risk Assessment: The process and how to use it as a foundation for plans

Module 3: How to prepare a Community Emergency Plan that meets community needs

Module 4: Emergency Operations Centre; their set-up, communicating with your team and your Council

Module 5: Reception Centre training

Module 6: Volunteers; how to find them, how to train them, how to keep them

Module 7: Critical Incident Stress Management (CISM) for MECs

Module 8: Exercise Design





Send form with etransfer payment to:
info@mamec.ca

Or by mail with cheque to:

MAMEC
PO Box 48053 Lakewood PO
Winnipeg, Manitoba
R2J 4A3

FIRST NAME:

LAST NAME:

(Name will appear on certificate)

PHONE #:

EMAIL:

ADDRESS:

CITY/TOWN:

PROVINCE:

POSTAL CODE:

MUNICIPALITY REPRESENTED:

(City of, Town of, RM of, Department, Organization)

EMERGENCY POSITION/FUNCTION:

(CAO, Emergency Coordinator, Councillor, Fire Chief, etc.)

TRAINING MODULE:

LOCATION:

PREVIOUS MODULES COMPLETED:

- Module 1: The Role of the Municipal Emergency Coordinator
- Module 2: Hazard and Risk Assessment: The process and how to use it as a foundation for plans
- Module 3: How to prepare a Community Emergency Plan that meets community needs
- Module 4: Emergency Operations Centre; their set-up, communicating with your team and your Council

- Module 5: Reception Centre training
- Module 6: Volunteers; how to find them, how to train them, how to keep them
- Module 7: Critical Incident Stress Management (CISM) for MECs
- Module 8: Exercise Design

DATE:

SIGNATURE: