

# Emergency Building Coordinator Responsibilities

## Overview

The role of the Emergency Building Coordinator (EBC) includes partnering with the Chief Emergency Building Coordinator to prepare an emergency response for their building, implementing the plan in an emergency and serving as a communications liaison between building occupants and campus services and agencies in both emergencies and day to day operations.

The EBC position involves core responsibilities including:

- Emergency Preparedness
- Emergency Response
- Communication Liaison

## Core Responsibilities

Emergency Preparedness:

1. Assist the Chief Emergency Building Coordinator in the development and implementation of the building Emergency Response Plan.
2. Lead their assigned area in all campuswide evacuation drills in coordination with the Chief EBC.