



## GENERAL GUIDE FOR SELECTING FIELD DIRECTORS AND ASSISTANT

### FIELD DIRECTORS FOR MILITARY AND NAVAL STATIONS

**GENERAL** Field directors and assistant field directors are assigned by the American Red Cross to military and naval stations, both within and without continental United States. Assistant field directors are on the staffs of and under the direct supervision of the field director.

Field directors are selected mainly from among assistant field directors who have proven, through satisfactory work as assistants, their ability to serve as field directors.

Candidates for positions must be in good physical health as evidenced by a physical examination performed by a physician of good standing within the American Medical Association. They must be citizens of the United States and must be able to furnish a certified copy of a birth certificate or other proof of citizenship. Their records as citizens must be satisfactory to the military authorities as well as to the American Red Cross.

### RESPONSIBILITY AND DUTIES OF FIELD DIRECTORS IN MILITARY AND NAVAL WELFARE SERVICE OF THE AMERICAN RED CROSS

A field director:

1. Is accredited to the commanding officer of the station and interprets all Red Cross services to him and to his subordinates
2. Is responsible for all Red Cross activities at the station
3. Supervises his staff in handling personal and social problems of able-bodied or hospitalized service men and their families. A preponderant part of such service requires skillful correspondence with Red Cross chapters in man's home communities
4. Leads in organization of Red Cross fund-raising activities at the station
5. Arrange for instruction in first aid and water safety for service men
6. Assists in disaster relief if necessary
7. Interprets military and naval welfare activities to individuals and groups in adjacent communities
8. Represents Military and Naval Welfare Service when necessary at Red Cross chapter institutes, conferences, and similar meetings
9. Serves where necessary in Veterans Administration offices to assist chapters in presenting claims of ex-service men or their dependents for government benefits, or administers the work of an assistant in performing this service
10. Assists in the formation of Camp and Hospital Service Councils and coordinates their activities.