

Cemetery Coordinator- The Cemetery Coordinator is responsible for the events at the cemetery from the time the processional arrives until the end of the service and everyone has left the cemetery, He/she works with the Family Liaison Officer (FLO) and the Funeral Home Director in determining how the grave side service is put together. Responsibilities include:

1. Ensuring the proper placement and formation of Department members, honor and color guards, pipers and other band members, firing squads, visiting departments, friends and others.
2. Coordinating with the cemetery the overhead protection for the immediate family, public address system, parking, staging, and security.
3. Coordinating medical personnel at the cemetery.
4. If a flag is going to be presented to the family, coordinating the presentation with Department or other personnel involved.
5. Providing and details or instructions regarding post-funeral gatherings.