



RAPPAHANNOCK COUNTY

3 Library Road - P.O. Box 519
Washington, Virginia 22747-0519
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www.rappahannockcountyva.gov

Invites applications for the position of:

Emergency Management Coordinator/Emergency Services Coordinator

SALARY: \$65,000 +/- DOQ

OPENING DATE: 12/1/2020

CLOSING DATE: Open Until Filled, Review of candidates will start on January 11, 2021

DESCRIPTION: The Emergency Management/Services Coordinator performs difficult advanced technical work developing, coordinating, and implementing the emergency management program, developing policies and procedures, administering grant funding, coordinating activities with emergency service providers, volunteer agencies, and law enforcement agencies, and related work as apparent or assigned. Employee must exercise discretion and independent judgement while carrying out critical duties. Work is performed under the general direction of the County Administrator who serves as the Emergency Management Director

Qualifications

- Associate's degree in Fire Science and Administration, Public Administration, Emergency Management, or related field from an accredited college or university.
- Five or more years of experience leading an Emergency Management or Emergency Services organization. (e.g., Chief, Deputy Chief, Assistant Chief, Battalion Chief, or Director in an organized and recognized Fire and/or Rescue department; or Emergency Management Coordinator for a local government).
- Progressively responsible administrative and managerial experience in fiscal/budget matters, fire safety, prevention and suppression methods, EMS, or a related field.
- Any equivalent combination of education, specialized training, and experience which provides the requisite knowledge, skills, and abilities for this position will be considered.

Special Requirements

- Completion of Federal Emergency Management Agency (FEMA) IS100, IS200, IS700, and IS800 training upon hire.
- Obtain FEMA IS230, IS235, ICS300, and ICS400 training within 1 year of hire.
- Valid driver's license in the Commonwealth of Virginia.

Desired Special Qualifications:

- Preference for FEMA Professional Development Series (PDS) training including IS120, IS240, IS241, IS242, and IS244 or designation as a VaAEM or VAPEM.
- Preference for certification as an Emergency Medical Service provider (EMT, AEMT, or P), Firefighter II and Fire Officer III, and Emergency Vehicle Operator Course (EVOC).

For a complete job description and to apply online, visit our website at:

www.rappahannockcountyva.gov.

Rappahannock County is an Equal Opportunity Employer