



RUSSELL COUNTY, VIRGINIA DEPUTY EMERGENCY MANAGEMENT COORDINATOR

Russell County, VA, is seeking a **part-time Deputy Emergency Management Coordinator**. This person will work directly for the Emergency Management Coordinator. This position will normally work 29 hours per week but may include additional hours during an emergency response. Hourly rate is based on education and experience.

Job duties include researching, submission, and administration of federal and state grants; planning and implementing disaster response plans and activities; recovery and mitigation; coordinating activities in the Emergency Operations Center (EOP) during emergencies; designing and participating in local and regional exercises; performing damage assessments and reimbursement requests; developing and presenting public education information; assist in managing grants; advising coordinator and administrator in emergency management matters; maintaining and updating emergency operations plan; and performing other duties as required.

Applicant requirements include any combination of education and experience in Emergency Management or a service-related field. Preference given to individuals with professional experience in the field of Emergency Management or Emergency Services.

Program training of FEMA Series ICS 100, 200, 300, 400, 700, and 800 is required within one year of employment.

Qualified candidates should submit a county application to the County Administration Office. The position will remain open until filled. After a review of applications submitted by interested candidates, the county will interview candidates who most closely meet the established criteria.

Hiring for Russell County shall be accomplished without regard to race, color, religion, national origin, gender, pregnancy, childbirth or related medical conditions, age, marital status, or disability unless otherwise permitted by County policy or applicable law. Applicants hired by the County must be citizens of the United States or legally authorized to work in the United States. Reasonable accommodations will be provided for persons with disabilities if requested.