

GENEVA COUNTY COMMISSION

P. O. Box 430

Geneva, AL 36340

JOB ANNOUNCEMENT FOR EMERGENCY MANAGEMENT DIRECTOR

The **Geneva County Commission** is seeking applications for a certified local Emergency Director (**EMA Director**). The County will accept applications from individuals that are both pre-certified or those that have qualifications to become certified. Starting salary will be \$28,000 to \$40,000, depending on qualifications/Certifications. Mandatory drug screen and physical required. BC/BS insurance (County pays 60%) and retirement (county participation rate varies).

**Job Summary:** Director is responsible for the development, implementation & maintenance of the emergency management system for Geneva County; plans and prepares for response to terrorism, natural disasters and major emergencies. The director will need to be able to take the lead in disaster mitigation, response and recovery and make maximum use of all public and private resources available. Director works with State EMA and Homeland Security Agencies, local schools, businesses and hospitals in developing emergency plans. EMA Director also assumes the responsibilities of the Local Flood Administrator as well as, the County Safety Coordinator and other duties deemed by commission. A complete list of duties/responsibilities will be provided to the applicant at request.

**Job Requirements;** Director must provide a valid Alabama driver's license, willing to work non-standard hours and travel for training sessions. Education requirements are High School diploma and provide transcript of two years of college level education (64 semester hours or 96 quarter hours). Meet all requirements to be State Certified EMA Director which also require completion of two hundred hours of course work in emergency management through FEMA Independent Study Courses with three years of work experience in emergency response, emergency management or qualified military service.

Job applications available for pick up at Geneva County Commission Office starting at 8 A. M. 8/21/19 and will close on 9/4/19 at 5 P. M. or Contact County Administrator at 334-684-5611 or email ( [mwebster@genevacounty.org](mailto:mwebster@genevacounty.org) )

“Geneva County is an Equal Opportunity Employer”