

Pickaway County Emergency Management Agency (EMA) Planning & Outreach Coordinator

The Pickaway County Commissioners are seeking candidates to fill the full-time position of Emergency Management Agency (EMA) Planning and Outreach Coordinator.

The position consists of, but is not limited to, creating and updating countywide emergency plans; performing maintenance and audits of fire/EMS run cards and law enforcement system updates; overseeing the Community Emergency Response Team (CERT); representing the agency as a liaison between staff and interested parties; attending meetings as delegated by the EMA Director; attending training meetings and conferences as necessary; and complete the programs, projects, and objectives with Homeland Security, local, state, and federal organizations.

All candidates must have a valid Ohio Driver's License. Preferred qualifications include experience writing and maintaining emergency plans and experience updating run cards.

A full job description and the job application form are available at www.pickawaycountyohio.gov under the employment link and at the Pickaway County Commissioner's Office, 139 W. Franklin Street, Circleville, Ohio 43113. To apply, please submit a cover letter, resume and completed application to the Pickaway County Commissioners Office to the attention of Angela Karr, Deputy County Administrator, 139 West Franklin Street, Circleville, Ohio 43113.

The position will remain posted until filled.