



Position Opening

Position Title:

Emergency Management Coordinator

Description:

This position performs administrative and technical work in the development, implementation, and coordination of the County's Emergency Management Program; coordinates and acts as liaison for the County's disaster recovery efforts; oversees disaster training, exercises, and public awareness programs; acts as a liaison with other municipalities, state, federal, and other emergency management organizations, including, but not limited to, the Southampton County Fire and Rescue Association; does related work as required. Reports directly to the County Administrator.

Special Requirements:

Extensive experience in the emergency services field;
Associates/bachelor's degree in a related field preferred;
Emergency management certifications/coursework through VEMA, IAEM, and FEMA preferred;
Must possess skill in the use of a computer and related Microsoft Office applications;
Must possess a valid driver's license;

Starting Salary:

Negotiable depending on qualifications

Benefits Include:

Health insurance, Virginia Retirement System, Paid Leave and Holidays

Closing Date:

Open until filled. May close at any time.

Application Process:

Applicants must submit a county application, a cover letter to include salary expectations, and a resume outlining their qualifications for the position.

County applications may be obtained from:

County Website

www.southamptoncounty.org

Email

tbradshaw@southamptoncounty.org

In-person

County Administrator's Office
26022 Administration Center Drive
Courtland, VA 23837

Applicants are required to return their completed application materials to the County Administrator's Office at the address above or to Tina Bradshaw via email at: tbradshaw@southamptoncounty.org.

Southampton County is an Equal Opportunity Employer.

Posted: October 28, 2024