

## Emergency Management Agency Deputy Director

The Lake County Emergency Management Agency is accepting resumes for the part-time position, averaging 20 hours per week for Deputy Director. Under supervision of the County EMA Director candidate will assist in the planning, organizing, coordinating, and directing of the day-to-day operations of the EMA. Responsibilities of the position also include assisting in the development, review and implementation of emergency plans, protocols and SOPs, the coordination and management of grants, assisting with EMA budget, finances and payroll as well as working with the public on all aspects of preparedness. Duties will include developing lesson plans, maintaining records, attending schools and workshops, maintain EMA files and equipment and to serve as EMA liaison as may be required by the EMA Director.

Qualified candidates must have completed coursework in Public Administration, Emergency Management or Urban planning (or equivalent experience in public sector employment will be considered). Knowledge of radiological and hazardous materials as well as natural and manmade threats that present dangerous or adverse conditions to the public. A valid State of Ohio driver's license is required and may be required to work flexible hours. After hiring, completion of all required courses and the FEMA Professional Development Series and Advanced PDS will be required as well as coursework towards certificate as a Certified Emergency Manager.

Send resumes via email, to the ATTN: Joseph A. Busher, [joe.busher@lakecountyohio.gov](mailto:joe.busher@lakecountyohio.gov) by February 7, 2025.

Starting Pay: \$28.00-\$30.00 hourly

EQUAL OPPORTUNITY EMPLOYER

M.F.V.H.