



Position Available – Internal/External Posting

Job Title: **Emergency Management Specialist**

Classification: Part-time
M3 Wage Scale
Nonunion

Hourly Wage: \$20.96 - \$27.34

Qualifications & Competencies:

- Associates Degree in Emergency Management or other public safety related field preferred, or 2 years of experience in emergency management, fire service, emergency medical service or law enforcement
- Ability to complete the Professional Emergency Manager (PEM) designation within 5 years of hire
- Possession of a valid Michigan driver's license
- Currently licensed or the ability to pass FAA UAS Remote Pilot License within 1 year of hire
- Current or the ability to complete the FEMA ICS 100, 200, 300, 400, 700, 800 within 1 year of hire
- Emergency Management, public safety and homeland security processes and structures that support the health, safety, and welfare of the community
- Work effectively in stressful conditions and make responsible decisions appropriate to the scope of the position and according to established laws, policies, and procedures
- Establish and maintain effective working relationships with co-workers, Federal, State, and local agencies, and the public
- Maintain sensitive information in strictest confidence
- Effectively speak, write, and understand the English language

Supervision: County Administrator

Application Due: Application/resume due by 4:00 p.m. on Wednesday, November 30, 2022, County Administrator's Office, Historic Courthouse, 437 E. Division St., Cadillac, MI.

