



Shelby County

Emergency Management Coordinator

Shelby County Emergency Management Commission will be accepting applications for the position of the Emergency Management Coordinator. This position is a FLSA Exempt position responsible for emergency planning, coordination of response, 911 functions, including management of the county radio system, 911 communications infrastructure, and staff.

Applicant will be required to complete specified training as required in Iowa Code 29C.

Minimum job requirements will include the ability to communicate clearly, verbally, in writing and by various electronic means. Work will require occasional deployment to emergency scenes involving stressful situations and decision-making capability.

The ability to organize, track and maintain a budget, apply for grants, and direct employees in a stressful fast-paced environment is an essential skill.

Demonstrated experience as a first responder in the fire, police, 911, or other emergency service field will be preferred. EMS Certification is desirable. Salary range \$52-\$66 depending on qualifications.

Applications are now open and must be received by 4PM August 3, 2018.

Complete job descriptions and an application can be obtained on line from:

www.shelbycountyema.com

or

Shelby County EMA
612 Court St
Harlan, IA 51537

From Bseivert@shco.org

For more information you can call 712-755-5160

Shelby County Emergency Management Commission is an Equal Opportunity Employer

Robert Seivert, Coordinator
612 Court Street Harlan, IA 51537
24 hr 712-755-5160
email: bseivert@shco.org; [www. Shelbycountyema.com](http://www.Shelbycountyema.com)