



Kenai Peninsula Borough

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## **Program Manager, Preparedness**

**Salary: \$69,705.00 - \$83,785.00**

The Kenai Peninsula Borough is currently recruiting for a Program Manager, Preparedness for the Office of Emergency Management. This position is responsible for the provision of various emergency management services including training, exercises, and planning. This role is also responsible for being the primary point of contact with the public and supporting agencies for all manner of outreach and education as it relates to emergency preparedness and recovery and provides direct leadership and support for such programs.

**Minimum Qualifications:** Bachelor's degree in Emergency Management or a related field and four years' relevant experience or the equivalent knowledge and competency as demonstrated by experience with public outreach, training and exercise, incident management, and disaster planning. A combination of education, work experience and training in these areas may be considered. Demonstrated ability to recruit, organize and train adults for support of emergency responders and to perform basic emergency tasks as part of a community emergency response team system. Familiarity with personal computers and the ability to use MSWord, Excel, PowerPoint, GIS, databases, and other platforms is required. Must have and maintain a valid, unrestricted Alaska driver's license to perform all job functions; access to a personal vehicle is required for borough-wide travel. Completion of courses critical for personnel to be capable of implementing all functions of emergency management, including Incident Command System (ICS) and National Incident Management System (NIMS) courses: IS-100, 200, 300, 700, and 800 or their equivalent.

Apply on KPb's website at <http://www.kpb.us/jobs>

Posting closes on 10/28/20