

# San Joaquin County Employment Opportunity

## Senior Emergency Planner-Emergency Services Liaison

(18-Month Temporary Grant Assignment)

### Office of Emergency Services Division

#### The Position

The Office of Emergency Services is seeking an experienced coordinator to partner with County representatives, established wildfire mitigation groups (fire safe councils), the California Fire Safe Council Regional Coordinators, local fire agencies, and landowner/management agencies to build a coordinated, Countywide wildfire mitigation strategy.

This 18-month grant funded position will work toward educating, encouraging, and developing countywide collaboration and coordination among the wildfire mitigation groups and improving overall wildfire resiliency strategies and communication preparedness. Additionally, this position will serve as a liaison and establish relationships between the existing wildfire mitigation groups and County emergency management officials in an effort to establish fire mitigation projects, source and assist with Countywide wildfire grant applications, and perform outreach and wildfire awareness communication across the County.

#### Office of Emergency Services Vision and Mission Statement

*San Joaquin County Office of Emergency Services strives for a safe, prepared, and resilient whole community; with the capacity to manage existing hazards and impending disasters.*

*The mission of the Office of Emergency Services (OES) is to minimize or reduce injury, loss of life, environmental and property damage from emergencies within San Joaquin County. OES is the key disaster preparedness office of the County, and has direct responsibility to support and coordinate the efforts of County departments carrying out their functions in the field. To ensure a coordinated response to their disaster needs, OES also provides disaster information, logistical support, facilitates mutual aid requests, and facilitates inter-jurisdictional coordination with agencies from 7 cities, 120 special districts, and locally-based State and Federal agencies.*

#### Ideal Candidate

- ◆ Will possess at least 2-3 years of experience working in wildfire mitigation, emergency preparedness, or a closely related field
- ◆ Proven ability to identify and work with a variety of community and professional organizations
- ◆ Excellent organizational and time-management skills
- ◆ Experience with outreach, social media, and media relations
- ◆ Experience in grant or report writing
- ◆ Will possess outstanding communication, interpersonal, and leadership skills

Recruitment Announcement  
0323-RP0604-TM  
Equal Opportunity Employer

San Joaquin County Human Resources Division  
44 N. San Joaquin Street, Suite 330  
Stockton, California 95202  
(209) 468-3370  
[www.sjgov.org](http://www.sjgov.org)

**SAN JOAQUIN**  
—COUNTY—  
*Greatness grows here.*

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(18-Month Temporary Grant Assignment)

## Primary Duties

The following will be the primary duties for this 18-month temporary assignment:

- ◆ Assess existing wildfire mitigation activities, resources, and information and compile a comprehensive assessment report.
- ◆ Liaise with wildfire mitigation groups to identify and define opportunities to coordinate efforts to prepare the County for wildfires.
- ◆ Increase opportunities to engage stakeholders in preparing for area wildfires and inform the community about related initiatives through social media or other web-based communication. Monitor countywide outreach, education, emergency, and wildfire preparedness efforts.
- ◆ Assist with grant proposals, budget and identify possible joint ventures to engage multiple wildfire mitigation groups. Create and maintain comprehensive plans and reports and grant timelines.

## OES Values:

- ◆ **Dependable** - We can be counted on to provide dependable, timely, competent services to our customers.
- ◆ **Trustworthy** - Our customers trust us to communicate and provide services in a trustworthy manner.
- ◆ **Quality** - Our customers value our high quality individual and team performance.
- ◆ **Collaborative** - We are known for developing and sustaining collaborative partnerships with our customers.
- ◆ **Excellence** - We are valued for delivering excellence in performance and work output.

## Compensation

\$33.49-\$40.71/Hourly

## Minimum Qualifications

**Education:** Graduation from an accredited four-year college or university with a major in public or business administration, emergency management, public safety or a related field. **NOTE:** Additional qualifying experience may substituted for education on a year-for-year basis.

**Experience:** At least two years of experience performing emergency management/preparedness or emergency fire prevention which included writing plans, and/or establishing protocols and guidelines preferably through federal, state, local agencies, Fire Safe Councils, or Resource Conservation Districts.

**License:** Possession of a valid California driver's license.

## Application Submittal

Visit our website to complete an online application by the final filing date:

**Final Filing Date: March 24, 2023**



Qualified candidates will be referred to the Deputy Director of General Services—Emergency Operations for selection interviews. Final offers of employment are conditional on successfully passing a pre-employment background check and drug screening.