

POSITION ANNOUNCEMENT

Director, Center for Emergency Response and Terrorism

Salary Range \$75,000 to \$78,857

The Missouri Department of Health and Senior Services, Division of Community and Public Health has an immediate opening for the Director of the Center for Emergency Response and Terrorism. This position has broad responsibility for the coordination of the public health emergency response activities and resources of the Missouri Department of Health and Senior Services. The Center Director serves as a primary department liaison with the local, state, regional, and federal agencies and organizations on emergency preparedness issues.

Duties and Responsibilities:

The employee in this position will be responsible for a variety of difficult and complex duties requiring specialized emergency response and managerial knowledge. Assigned responsibilities are carried out with considerable independence and involve making decisions concerning work procedures and processes.

The position will collaborate with the State Emergency Management Agency, the Missouri Office of Homeland Security, law enforcement, emergency services, health facilities and their respective statewide associations, as well as response agencies in other states, and the federal response organizations located within the Health Resources Services Administration and the U.S. Centers for Disease Control and Prevention.

Responsibilities will include assuring the maintenance of the continuing of operations plans of the department as a whole, as well as the various divisions and sub-divisions. The overall management of the bioterrorism and emergency preparedness grants received by the department, including related applications, work plans, budgets and reports is another key responsibility. Additional duties include the oversight of emergency response training and evaluation programs, Strategic National Stockpile program, and contracts and procurement activities of the Center. In addition the person in the position will be required to represent the Missouri Department of Health and Senior Services at the local, state, regional, and federal levels.

Experience and qualifications:

Baccalaureate degree and at least five years progressively responsible public health emergency or business continuity management experience preferred. These criteria may be met by a combination of education and experience equivalent to a four-year degree and five years of specialized experience. Specialized experience may be substituted for education on a year for year basis.

Knowledge of principals of emergency planning and preparedness in a large, complex organization; federal, state and local rules, regulations and procedures regarding

emergency planning and management is essential. Extensive experience in public health emergency planning, response and mitigation preferred. Experience in developing and implementing multi-agency response plans is highly desired.

The successful applicant must successfully pass an extensive background check and secure appropriate security clearances.

Interested applicants can email resumes to Stacy Kempker, at Stacy.Kempker@dhss.mo.gov or by mail: Department of Health and Senior Services, Division of Community and Public Health, 930 Wildwood Drive, Jefferson City, Mo 65102 **by August 24, 2009.**