

**ST. CHARLES COUNTY GOVERNMENT
HUMAN RESOURCES DEPT.**

201 North 2nd Street, Room 519; St. Charles, MO 63301

<http://www.sccmo.org>

Phone 636-949-7320 E-mail personnel@sccmo.org

Fax 636-949-7322 TDD Phone 636-949-7323

[Apply for this Position Online](#)

--POSITION ANNOUNCEMENT--

REGIONAL RESPONSE PLANNER

ST. CHARLES COUNTY HEALTH DEPARTMENT

Starting salary: \$ 2,143.39 Semi-Monthly--equivalent to \$51,441 per year.

This is a full time 40-hour per week position and includes a full range of paid benefits including vacation, sick leave, holidays, tuition reimbursement and employee health, dental, life, disability and retirement insurance programs.

JOB DESCRIPTION: Responsible for managing and coordinating the Cities Readiness Initiative Program (CRI) in the St. Louis CRI Region and for administering the CRI Contract. The CRI Planner works with the State Missouri Department of Health and Senior Services and with the counties in the CRI Region in developing various CRI regional response plans in cooperation with other Regional Response Planners and Health Directors in Region C including planning in collaboration with medical, hospital, emergency services, law enforcement, and other entities in St. Charles County and the CRI Region. In St. Charles County the CRI Regional Response Planner will work under the guidance of the Senior Regional Response Planner. Comprehensive Planning duties involve the Federal SNS, pandemic planning, Cities Readiness Initiative and all Emergencies that affect the health of the Public. The CRI overall objective involves providing mass prophylaxis to 100% of an affected population within 48 hours. Multiple approaches to accomplish this, traditional and non-traditional, are being developed and it will be the responsibility of the CRI Planner to coordinate these planning activities throughout the CRI Region in collaboration with other Region C Response Planners and the State Department of Health and Senior Services. The CRI Planner also participates and assists in the coordination of tabletop, functional and full scale exercises.. Responsibility includes preparation of quarterly reports, gap analysis, and budget summaries on a quarterly and /or annual basis. Performs other duties as assigned.

REQUIREMENTS: Requires Bachelor's degree with specialization in Public Health, Health Care Administration, Biostatistics Sociology, Psychology, a Biological, Physical or Environmental Science, Epidemiology, Public/Personnel/Business Administration, Education or closely related field. Requires a least 5 years professional experience in public health or emergency management, or health care management/administration. An equivalent combination of education, training and experience that provides equivalent knowledge, skills, and abilities will be considered. Must successfully complete all training specified by the State Department of Health and Senior Services. Requires completion of all NIMS courses within 6 to 9 months after start of employment. Knowledge and experience with computers and computer programs. Must be able to work independently. Ability to effectively communicate and interact with staff, governmental, elected and appointed officials, department heads, health care providers, emergency planning and response officials, public health officials and the general public. Must have excellent written and verbal communication skills. Must have and maintain a valid drivers license and satisfactory driving record. Substantial travel may be involved.

TO APPLY: Please submit application to the St. Charles County HR Department at 201 N. Second, Rm 519, St. Charles, MO 63301 Monday through Friday between the hours of 8:00 AM - 5:00 PM. **Applications will be accepted on a continuing basis until the position is filled or a sufficient number of qualified candidates have applied.**

Please call the Job Hotline at (636)949-7320 or check our website at www.sccmo.org to learn of other employment opportunities and/or to check the status of other vacancies for which you have applied. This service is available 24 hours a day

St. Charles County is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. St. Charles County is a drug and alcohol free work place. A pre-employment drug test is required for all positions.

Posted 04/14/2008

AN EQUAL OPPORTUNITY EMPLOYER

Pay Grade 15

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