

Lincoln County Emergency Management Agency

Preparedness Coordinator

Lincoln County EMA is seeking candidates for the full-time position of **EMA Preparedness Coordinator**. This position assists in updating Emergency Response Plans, training coordination, public outreach, and providing response assistance during all types of hazards.



Minimum Qualifications:

- At least 2-3 years of experience in emergency response, public health, education, military, or emergency management related fields.
- Experience in teaching emergency response curriculum to a variety of stakeholders, including public safety and community members.
- Ability to design, deliver, and evaluate Emergency Preparedness trainings and activities, including drills, tabletops, up to full-scale exercises.
- Strong organizational, prioritization and time management skills.
- Proficiency with the Microsoft Office suite and Google docs.
- Excellent oral and written interpersonal skills required.
- Public Speaking and meeting moderation skills & experience required.

Applications are available at www.LincolnCountyMaine.me

Questions? (207)882-6311

Please forward all applications to:

Lincoln County Administration

P.O. Box 249

Wiscasset, ME 04578

Fax (207) 882-4320

Email to careers@lincounty.me

Please submit **a resume and application** no later than **2pm on January 9, 2025.**

Lincoln County is an Equal Opportunity Employer