

Beaver County Emergency Services Emergency Preparedness Planner and Trainer

Summary of Job Duties and Responsibilities:

Principle responsibilities are those actions to ensure support of the Beaver County Radiological Response Program. This position is responsible for radiological emergency response planning and training. The Radiological Planner produces or reviews emergency plans for response to incidents at the Beaver Valley Power Station (BVPS) and coordinates participation in associated drills/exercises. Other duties will include maintenance, calibration and operational checks of radiological response equipment to include decontamination equipment, radiological meters, radiological dosimetry, training program review and creation and training required to provide perform job tasks.

Planner/Trainer

- Conduct and coordinate reviews, distribution and initiate revisions of the Risk County radiological plan, Support counties radiological plans and the municipal radiological plans.
- Train local groups in the preparation of emergency plans that are compatible with federal and state guidelines.
- Interface with Beaver County school districts concerning their emergency operations plan reviews and revisions.
- Review emergency plans of individual organizations such as medical facilities in order to ensure their adequacy
- Develop, review, revise, reproduce and distribute fire department plans for the operation of Emergency Worker Monitoring and Decontamination Stations.
- Develop, review and revise Support County evacuee monitoring and decontamination center plans.
- Attend meetings, conferences, and workshops related to emergency management and/or the radiological response program in order to learn new information and to develop working relationships with other emergency management specialists
- Inventory and distribute nuclear, biological, and chemical detection and contamination equipment, providing instruction in its maintenance and use
- Review and revise municipal staffing response position SOGs and checklists.
- Oversee radiological response equipment readiness
- Participate in the annual Siren Test
- Provide feedback to BVPS Emergency Preparedness on performance of offsite agencies in meeting obligations according to BVPS grant requirements.
- Remain knowledgeable of regulatory requirements and guidance pertinent to offsite response federal and station requirements.
- Assist county agencies for preparation of drills and exercises

Special Requirements

- Serve on the County Emergency Operations Center (EOC) Staff for exercises and emergency's
- Support the EMA staff during emergency call outs/ special events
- Weekend and evening work as needed for training and/or emergency calls
- Must be willing to respond to emergency situations on a 24-hour on-call basis
- Must be Radiological Response Technician (RRT) and Radiological Officer Certified (RO) within 24 months
- Must be certified at the hazardous materials operations level within 24 months
- Must respond in a minimum support role along with county hazmat
- Must pass a criminal background check
- Valid Pennsylvania driver's license and ability to operate large vehicles and trailers

Qualifications Preferred

- Training and planning experience
- Knowledge of onsite and offsite emergency response programs
- Experience in some facet of Emergency Preparedness or Response programs
- Excellent written, verbal, and presentation communications skills
- Ability to develop and present effective training
- Strong team/interpersonal skills to aid in the resolution of program issues with multiple offsite organizations
- Background in emergency response

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- Basic National Incident Management System certifications 100, 200, 700, 800, IS 120c, IS 130a, L146 HSEEP
- Two (2) year College Degree or equivalent

Education

- Work experience may substitute for the College Degree

This position requires availability 24 hours a day, seven days a week, 365 days a year. This is an Essential Employee position. Essential employees are obligated to report to work as scheduled or remain at work during emergencies. Following is the Duty Statement for Essential Employees:

“Carries out essential job functions or assigned emergency duties which may involve assignments within the Emergency Operations Center, deployment to a field location to participate in emergency management activities, or other duties as required during periods of emergency. If received, emergency assignments may be performed under adverse conditions and continue for periods ranging from a few hours to several weeks.”

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data and/or information. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the ability to apply principles of persuasion and/or influence.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

Functional Reasoning: Requires ability to carry out instructions furnished in written, oral, or diagrammatic form. Involves semi-routine standardized work with some latitude for independent judgment concerning choices of action.

Situational Reasoning: Requires the ability to exercise the judgment, decisiveness and creativity in situations involving a variety of generally pre-defined duties, which are often characterized by frequent change.

Physical Ability: Tasks involve the ability to exert moderate, though not constant physical effort. Performing duties at various heights, stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and /or pulling of objects and materials of moderate weight (50 pounds).

Sensory Requirements: Some tasks require visual perception and discrimination. Some tasks require oral communication ability.

Environmental Factors: Tasks are performed with some exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, animals/wildlife, toxic/poisonous agents, violence, disease, or pathogenic substances.

Beaver County, Pennsylvania is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, Beaver County, Pennsylvania will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.