



MARICOPA COUNTY, ARIZONA
INVITES YOUR INTEREST IN THE POSITION OF
Emergency Management Director

History of Maricopa County

Most of what is now Maricopa County was included as part of the Territory of New Mexico until 1863, when the Arizona Territory was established. The growth of Phoenix and other settlements along the Salt River resulted in the creation of Maricopa County – officially established on February 17, 1871. It was the first new county of the original four counties of Territorial Arizona. The County was named in honor of the Maricopa Indians, who were known to have inhabited the area as early as 1775. Maricopa County's outer geographical boundaries were set in 1881 and have not changed since.

Structure

County government in Arizona is an arm of the state government. Its authority is provided by both the state constitution and the state legislature. Maricopa County funds nearly 15,000 positions to serve the public in areas of public health and health care; transportation infrastructure construction and maintenance; flood control; law enforcement and courts; education; parks and recreation facilities; libraries; animal control; economic and community development; and elections. Maricopa County's total annual budget is in excess of \$2.1 billion.

Economy

Maricopa County has evolved from a tourism and resource-based economy to a major center for high-tech manufacturing such as semiconductors, electronics, health care and aerospace. Additionally, the economy is expanding in customer service operations, distribution, and professional services. An increasing number of companies have decided to locate their corporate or regional headquarters in Maricopa County.

Community

Maricopa County has a land area of 9,226 square miles. It is the fifth largest of Arizona's 15 counties, and the 14th largest county in the United States. The county measures 132 miles from east to west and 103 miles from north to south. Twenty-four cities and towns are located within Maricopa County's outer boundaries.

Today, Maricopa County is home to over 3.5 million people, and has consistently ranked as one of the fastest growing counties in the United States over the last decade. Given its warm climate, more than 12 million visitors come annually to the Valley of the Sun. Recreational activities include 125 golf courses, and more than 100,000 acres of County park land in which to camp, hike, fish or just relax. Natural attractions such as the Grand Canyon and the red rocks of Sedona are only a few hours away.

Maricopa County has also been repeatedly recognized as one of the best managed local governments in America. Taken together, these factors make Maricopa County an exceptional place to build a career.



Mission

The mission of Maricopa County is to provide regional leadership and fiscally responsible, necessary public services so residents can enjoy living in a healthy, safe community.

Vision

Citizens serving citizens by working collaboratively, innovatively, efficiently, and effectively. We will be responsive to our customers while being fiscally prudent.

Strategic Priorities

- Ensure safe communities and a streamlined, integrated justice system.
- Promote and protect the public health of the community.
- Provide regional leadership in critical public policy areas.
- Carefully plan and manage land use in Maricopa County to promote sustainable development and to preserve and strengthen our environment.
- Continue to exercise sound financial management and build the County's fiscal strength while minimizing the property tax burden.
- Maintain a quality workforce and equip County employees with the tools, skills, workspace and resources they need to do their jobs safely and well.
- Continue to improve the County's public image by increasing citizen satisfaction with the quality and cost-effectiveness of services provided by the County.

About the department...

The Maricopa County Emergency Management Department is responsible for providing community-wide education, planning, coordination, and continuity of government for the people of Maricopa County in order to protect lives, property and the environment in the event of a major emergency. The department has a \$1.2 million budget with 14 positions.

Program Goals

- Develop and maintain county-level emergency operations plans (EOP) that meet or exceed mandated state and federal requirements.
- Develop and maintain emergency operations plans (EOP) at the political subdivision level that meet or exceed mandated state and federal requirements and are approved by the local chief executive or authorized official.
- Provide assistance and liaison to all entities concerned with emergency management activities.
- Maintain and enhance an effective communications and warning system to ensure rapid and accurate notification of impending emergencies and enhance countywide command and control.
- Enhance emergency operations capabilities and procedures.
- Enhance public awareness efforts to broaden public knowledge of risks, threats and protective measures.

The Position

Under general direction from the Assistant County Manager in the Regional Development Services Agency, the Emergency Management Director is responsible for the oversight and direction of all operations and functions associated with the activities of the Emergency Management Department.

Duties include but are not limited to:

- Identifies, develops, recommends, tests, validates, and coordinates emergency management programs for Maricopa County and local unincorporated jurisdictions.

- Develops long and short-range strategic plans. Identifies and monitors goals, objectives, measurements and deliverables.
- Determines status and compliance to strategic plans; proposes, recommends and implements changes to strategic plans.
- Formulates guidelines and procedures for continuing programs and emergency systems.
- Identifies, proposes, develops, implements and monitors compliance with policies, procedures and objectives for the department.
- Assists with development, testing, monitoring, appraisal and evaluation of the disaster capabilities of local incorporated jurisdictions.
- Provides guidance, assistance, assessment and other services related to development of new – and enhancements to existing – disaster management plans.
- Serves as a resource to local communities, state and public safety agencies, and others.
- Identifies trends and practices in disaster mitigation, planning, response and recovery.
- Oversees, manages, supervises, administers, develops and monitors all aspects associated with the development preparation, presentation, maintenance and operation of the Department's annual budget.
- Identifies and secures sources and resources for financial assistance, services and related functions.
- Oversees development of grant applications, monitors grant funding allocations to ensure compliance with grant-funded requirements, deliverables and other grant specific requirements.
- Applies knowledge of disaster response and recovery when emergencies occur.
- Functions as the Emergency Director for the county per ARS-26.
- Participate in county management team activities.

The Candidate

The ideal candidate will possess a Bachelor's degree* in Emergency Management, Public or Business Administration, or a related field and ten years of responsible emergency management or public safety experience, which included at least five years in a supervisory capacity. An equivalent combination of education and job-related experience may be substituted on a year for year basis. Position requires expertise related to applicable Federal, State, County and/or municipal statutes, rules, ordinances, codes, case law, administrative rules/orders and other relevant guidelines and directives; principles, procedures, practices, and techniques of management and/or supervision, public budgeting and/or accounting, files and records management; trends and practices related to emergency management; significant knowledge regarding methods of communication. A Master's degree is preferred. Certified Emergency Manager designated by the International Association of Emergency Managers desired.

*Please note that degrees/credits must be from an academically accredited college or university as recognized by the U.S. Department of Education (USDE) or the Council for Higher Education (CHEA).

Salary & Benefits

Maricopa County offers an outstanding comprehensive benefits package. The salary range for this position is within an established range of \$77,875 to \$99,257 annually, with hiring dependent upon the qualifications and experience of the selected candidate.

In addition, benefits are provided which include: medical, dental and vision health plans; health care, dependent care flexible spending accounts; deferred compensation programs; County-paid life insurance; short/long-term disability insurance; paid holidays, vacation, sick and family medical leave; training and employee development; tuition reimbursement; wellness program including 24/7 free gym; subsidized bus, vanpool and commuter programs and County subsidized membership in one of three State sponsored retirement plans.

How to Apply

Interested applicants are required to complete and submit an online application via eRecruit at www.maricopa.gov/jobs. For assistance in completing the online application, please contact Employment Services at (602) 506-3755.

Submitted application materials should describe your experience as it relates to the responsibilities indicated in this description. A comprehensive reference check will be conducted on the top finalists. The information submitted is subject to public disclosure. Subject to Board of Supervisors approval, assistance with moving relocation expenses may be available. This position is Open Until Filled and is Unclassified under Merit System Rules.

For further information about this great opportunity, please contact:

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Maricopa County is an Equal Opportunity/ADA Employer

