

GLYNN COUNTY, GEORGIA
E-911 COMMUNICATIONS DIRECTOR

APPLY ONLINE AT: www.glynncounty.org (employment opportunities)

Job Title:	E-911 COMMUNICATIONS DIRECTOR
Category:	Public Safety
Status:	Open
Salary:	\$58,001 – \$69,601
Application Available:	Apply Online at www.glynncounty.org (see employment opportunities)

Description:

Summary: This position is responsible for the coordination of all Glynn County and City of Brunswick Emergency Management 911 services, including police, sheriff, fire, emergency medical services and emergency management, and directing radio communications activities, providing 911 dispatching services, and related emergency communications.

Essential Job Functions: Supervises, directs and evaluates assigned staff in the provision of E-911 dispatch services. Ensures compliance with all applicable codes, laws, rules, regulations, standards, policies and procedures. Coordinates the department's activities with those of other departments, public safety agencies, city/county agencies, wireless communications companies, and outside agencies. Oversees and assists with operation of national and state criminal information computer systems (NCIC/GCIC) to retrieve/update criminal information and motor vehicle/license records; receives BOLO notices and broadcasts/distributes as appropriate; maintains records of NCIC/GCIC validations; ensures integrity/security of data and adherence to NCIC/GCIC requirements. Develops and implements operational protocol, policies, and procedures to provide direction to staff members. Develops organizational goals and objectives. Develops and administers operating and capital budgets for the department. Communicates with JPSCD Committee members, city/county officials, law enforcement, fire and emergency medical personnel, medical facilities, federal/state/local public safety agencies, and other individuals as needed. Performs other related duties as required.

Publication Date/Time:

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Closing Date/Time:

7/9/2009 5:00 PM

Qualifications:

Bachelor's degree in Public Administration, Business Administration, Telecommunications or closely related field supplemented by three (3) years previous experience and/or training that includes progressively responsible management of a multi-agency public safety communications center.

Special Requirements:

Must possess and maintain Emergency Medical Dispatcher certification and N.C.I.C. and G.C.I.C. Terminal Agency Coordinator certification. Must possess a valid driver's license.

Miscellaneous:

Glynn County had a tobacco-free hiring policy. Glynn County is an Equal Opportunity Employer.

Related Documents:

[Public Safety Application 3-09](#)