

Statewide Interoperability Program Manager 00237
Policy Planning Specialist II
Hiring Range: Commensurate
Pay Band: 5
Closing Date: February 28, 2018

The Virginia Department of Emergency Management (VDEM) is seeking dynamic, high-energy professionals. VDEM's mission is to sustain a Commonwealth that is safe, secure and resilient, especially before, during and after emergencies and disasters. We are seeking individuals who can inspire others to raise the bar for performance, as well as leverage expertise and resources to support emergency management. VDEM's priority is to ensure Virginia is ready for the hazards of today while preparing for the threats of tomorrow. This requires individuals who are customer-service-oriented and innovative, and willing to take on complex challenges. We are seeking candidates who approach work tasks with a "can-do" attitude and have solid qualifications. Are you an influencer poised to model high standards to peers? VDEM offers numerous opportunities for professional development and access to the best training to further career goals. If you are mission-focused and have the ability to work collaboratively within teams, come join us as we continue to build a more resilient Virginia.

VDEM is seeking qualified candidates for our **Statewide Interoperability Program Manager** to be the point of contact for the federal government, state agencies, regional/local emergency response community, and industry professionals on statewide interoperable communications, including: managing the Statewide Communications Interoperability Plan (SCIP) and its program components to include coordinating implementation of the SCIP through setting and monitoring benchmarks and maintaining the governance structure to facilitate its development and keep it updated; monitoring grant opportunities related to interoperable communications and seeking and managing that grant funding; and regularly coordinating with stakeholders and facilitating outreach. Responsibilities include developing goals and strategies, schedules, or milestones for the interoperability program and divisional activities as required; monitoring the performance of the SCIP; preparing comprehensive reports for leadership; developing, maintaining, and supporting training, workshops, conferences, and exercises; organizing interoperability programs to achieve emergency management goals and objectives to protect lives, property, and the environment; and developing strategic plans.

The incumbent will serve as an interoperable emergency communications subject matter expert and work with a diverse audience of state and senior officials, public safety professionals, communication experts and other stakeholders in improving interoperable communications in the Commonwealth. This includes serving as the state's point of contact for FirstNet, coordinating with local government interoperability leaders via Regional Preparedness Advisory Committees for Interoperability, working to support the Commonwealth Link to Interoperability (COMLINC), coordination of the Statewide Agency Radio System (STARS) Management Group, and program management support and facilitation of the State Interoperability Executive Committee (SIEC).

All VDEM employees are designated as essential personnel and may be required to work during emergency situations, such as inclement weather, and natural or man-made disasters/events. This may require irregular work hours, work at locations other than the official duty station, and may include duties other than those specified in this Employee Work Profile/job description.

Qualifications: Experience in a governmental entity or private organization that included program and project management, strategic planning, and grant management. Experience and knowledge in interoperable public safety communication and broadband technologies. Experience in business writing, meeting preparation and facilitation, and stakeholder outreach. Technically savvy with experience in Microsoft Office. Ability to effectively communicate and facilitate collaborative planning with a diverse audience including senior policy officials, other subject matter experts, and the general public. Ability to work in a team environment. Experience working with sensitive or classified material; providing principal staff support to high level government officials, commissions, and policy groups. Ability to supervise, set priorities, plan, delegate, lead and direct the work of others. Ability to travel occasionally to regional meetings, national conferences, etc. Must currently hold or possess the ability to obtain and sustain a Department of Homeland Security "Secret" Security Clearance.

Preferred: Bachelor's Degree from an accredited college or university is required, preferably in engineering, computer science, information systems security or other related discipline. Master's Degree in a related discipline from an accredited college or university is highly preferred. An equivalent combination of training and experience may substitute for a degree. PMP certification preferred.

Supplemental Information: Salary commensurate with education and experience. A valid Driver's License and a satisfactory driving record are required. Candidate must successfully pass a fingerprint-based criminal history background check. A one-year probationary period is required of all newly hired and re-hired employees. This position is restricted due to funding sources.

VDEM offers excellent employee benefits including healthcare, life insurance, retirement, deferred compensation, short and long term disability, generous paid time off, 12 paid holidays a year, training, and tuition reimbursement.

Applications will only be accepted on-line through the State Job Listing at <http://virginiajobs.peopleadmin.com/postings/94807>. Applications must include complete details of work history, salary history, and references. Resumes may be attached but will not substitute for the on-line application.

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