



October 2016

DEPUTY DIRECTOR OF 911 COMMUNICATION SYSTEM

OSWEGO COUNTY

Competitive salary and benefits provided
commensurate with education and
experience

The Position

Oswego County seeks candidates for a unique opportunity as Deputy Director of the E-911 Communication System to work with and learn from an experienced Director who will retire in May 2017. The Deputy Director will assist in the administration, development and enhancement of the county-wide Enhanced 911 Communication System. If approved by the County Legislature, this candidate will succeed the Director.

The E-911 Center is the primary Public Safety Answering Point (PSAP) for all of Oswego County. All emergency calls are received at the Center and dispatched for 31 fire agencies, 9 EMS providers (ambulance), County Sheriff's Department, NYS Police, City of Fulton and Oswego police forces and 3 village police departments.

The department is also responsible for the administration of the Trunked Land Mobile Radio System, Next Generation Telephone System, Automatic Vehicle Location System (AVL), Hyper-reach (Reverse 911), 911 Additional Information (a.i.), and Project Lifesaver International. The department operates with a total of 40 positions including Telecommunicators (Dispatchers) and supervisors working 12-hour rotating shifts. With a budget exceeding \$2.4 million, the department continues to seek grant funding and assistance to maintain a state-of-the art facility and system for the community it serves.

Primary responsibilities include:

- Assists in establishing and interpreting emergency communication policies, procedures and operating standards and continually evaluates system efficiency in handling requests for emergency services;
- Consults with, assists, and advises user representatives and emergency services providers to obtain required coordination, support, and problem resolution;
- Assists in developing and administering training programs to ensure proficiency of communications staff;
- Develops and presents budget proposals for Emergency Communication Center operations, manages finances, and performs long range resource planning;
- Prepares specifications for the purchase of communication equipment, identifies deficiencies in system hardware and administers service contracts to maintain equipment;
- Monitors compliance with regulatory standards and statutes to maintain required certification for system operation, and represents Emergency Communication System in relations with regulatory agencies.

Our Commitment

The Oswego County E-911 Communications Department is committed to providing the highest level of emergency communication service to our community.

The department exists to serve the community by answering emergency and non-emergency requests for police, fire, and EMS. Through coordinating the response of our numerous emergency service user agencies, the department assists in protecting life and preserving property.

The E-911 Department strives to maintain a high level of efficiency and responsiveness to the needs of the community.



Why Apply?

Located on the southeastern shore of Lake Ontario, Oswego County is a great place to visit, raise a family, and do business.

You'll find friendly towns and villages, convenient and well-maintained highways, four seasons of outdoor recreation, incredible fishing, pristine shoreline and wilderness areas, historic places that celebrate our nation's heritage, great schools and a state university, generations of family farms and hard-working citizens who are proud of their community!

By wheel, water or foot, each season offers a chance to explore Oswego County's beautiful natural resources. From birding to boating and sledding to scuba diving, Oswego County proves appealing during any kind of weather, all year round. Take a hike, grab a paddle or fire up the ATV. Find out what makes Oswego County's outdoors great.



Directions

Interstate Route 81 runs north and south through the county, and intersects with east/west I-90, the New York State Thruway, just south of Oswego County. Scenic U.S Route 11 runs north and south near I-81. Travel scenic State Route 104 from the west or 49, 69 and 13 from points East.



Dear Colleague-

Oswego County is currently seeking a Deputy Director of 911 Communication System. I hope you will review the position requirements and consider whether you, or a professional you know, might be interested in exploring this leadership opportunity. Oswego County is an equal opportunity/affirmative action employer and we encourage all qualified candidates to apply.

Thank you,

Carol Alnutt, Director of Human Resources

Minimum Qualifications for Deputy Director of 911 Communication System



- A. Graduation from a regionally accredited or NYS registered college or university with a bachelor's degree and four (4) years of administrative experience involving responsible direction and control of an organization including supervision of work groups, planning resource allocation, budgeting, program evaluation, and policy formulation ; OR
- B. Graduation from a regionally accredited or NYS registered college or university with an associate's degree and six (6) years of administrative experience described in "A" above; OR
- C. Graduation from high school or possession of an equivalency diploma and eight (8) years of administrative experience described in "A" above; OR
- D. An equivalent combination of education and experience as defined by the limits of "A, B and C" above.

How to Apply

Application review will begin November 14, 2016 and continue until the position is filled.

View the on-line posting at: <http://oswegocounty.com/humanresources/openings.php>
and find additional information at <http://oswegocounty.com/911>

Forward a completed Oswego County Employment Application, Letter of Interest and Resumé to the Oswego County Human Resources Department, 46 East Bridge Street, Oswego, NY, 13126

Or Email: humanresources@oswegocounty.com.

Call 315.349.8209 if you have any questions about the application process.

Oswego County Courthouse, Oswego

Barclay Courthouse, Pulaski

