



Pierce County, Washington Explorer Search and Rescue Internal Vacancy Announcement Vacancy Announcement Number: ESAR-09-0002

Open Date: Feb 27, 2009

Close Date: Open until Filled

Position: Junior Director of Public Relations

Salary Range: None, Volunteer Position

Duty Location(s): Pierce County, Washington – Multiply Vacancies

Organization Location: Pierce County Explorer Search and Rescue

Area of Consideration: Pierce County Wide and members of ESAR

Appointment Duration: Until no longer desired.

Job Status: Part Time

Duties: The incumbent assists with the development, analysis and implementation of the ESAR Public Relations Program. Assists with gathering information and writing articles for publication and historical reference. May work with various news agencies and particularly with the Department of Emergency Management Director of Public Information Officer (PIO). Articles may be published in school papers, local news papers, or other printed periodicals. May assist in the development of flyers, presentations, and demonstrations in support of the Public Relations Program, to obtain the goals established. Most requirements may be worked at home at incumbents leisure and time lines established will be weeks out. Will meet with others to discuss program plans and objectives. Will work with others to accomplish stated goals and objectives. Incumbent works under the general guidance and direction of the Public Relations Chairman. Duties will enhance incumbent's skills in: Team Building, Communication, Program Development and Management, Goal Orientation and Accomplishment, Analytic Review, Resource Management, Process Improvement, Internal Controls and Time Line Management. All of which will be applicable to a resume.

Selection Priority Program: This announcement is open to members of Pierce County ESAR. Non members can apply however will be asked to consider becoming a member to fulfill the stated duties.

Interview Policy: The selecting official may interview one, all or none of the applicants.

Minimum Qualifications: Specialized experience that equipped the applicant with the particular knowledge, skill, and ability to perform successfully the duties of the position that is typically in or related to the work of the position is desirable but not required. Knowledge in computers and MS Word, Excel and Power Point would be useful. Willingness to participate and good attitude are a must. Good communication skills and team member capabilities are desirable and will be enhanced throughout the incumbent's tenure.

Requirement for travel: Position may require some travel if agreed upon.

HOW TO APPLY: Submit the Following: Applicants should submit an application containing their full name, age, address, phone number and email address along with why they would like this position.

SUBMIT APPLICATIONS TO: Curt Read, 1911 SW Campus Dr, #737, Federal Way, WA 98023. 253-227-6995. curtread@hotmail.com

Contact Information: Curt Read (253) 227-6995 curtread@hotmail.com

ESAR is an Equal Opportunity Employer: All qualified applicants will be considered regardless of political affiliation, race, color, religion, national origin, sex, sexual orientation, marital status, age, disability, or other non-