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## Pierce County, Washington Explorer Search and Rescue Internal Vacancy Announcement Vacancy Announcement Number: ESAR-09-0001

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**Open Date:** Feb 27, 2009

**Close Date:** Open until Filled

**Position:** Junior Director of Recruiting

**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 Recruiting Program. Assists with the conduct of briefings, presentations, advertisements, etc. in support of the recruiting program to obtain the goals established. May be asked to assist with presentations and demonstrations at random times through the year. Some 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 to conduct presentations. Will work with others to accomplish stated goals and objectives. Incumbent works under the general guidance and direction of the Recruiting 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 computes 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 thought out 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](mailto:curtread@hotmail.com)

**Contact Information:** Curt Read (253) 227-6995 [curtread@hotmail.com](mailto: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-merit factors