

## **Job Posting: Fire Chief / Emergency Management Agency (EMA) Director**

Pulaski County Government – Hawkinsville, Georgia  
Department: Fire Department & 911 Dispatch Center  
Position Type: Full-Time  
Reports To: County Commissioner

### **Position Overview**

Pulaski County is seeking a highly qualified and experienced professional to serve as Fire Chief / Emergency Management Agency (EMA) Director. This leadership role is responsible for overseeing all fire services operations, emergency management functions, and E-911 dispatch services.

This position plays a critical role in safeguarding the community by coordinating emergency response, disaster preparedness, and recovery efforts. The ideal candidate will bring strong leadership, operational expertise, and the ability to manage complex emergency situations while working collaboratively with local, state, and federal partners.

### **Key Responsibilities**

#### **Fire & Emergency Services Management**

- Direct daily operations of the fire department, including suppression, prevention, investigation, and EMS services
- Ensure operational readiness of stations, vehicles, equipment, and communication systems

#### **Emergency Management Leadership**

- Lead disaster response and serve as the primary public safety liaison
- Direct Emergency Operations Center (EOC) activities
- Develop and maintain Emergency Operations Plans (EOP) and hazard mitigation strategies

#### **E-911 Dispatch Oversight**

- Manage 911 dispatch operations and ensure compliance with all regulations and protocols
- Supervise, train, and evaluate dispatch personnel

#### **Administration & Budgeting**

- Develop and manage departmental budgets and expenditures
- Prepare financial documents and secure state/federal funding
- Plan long-term capital improvements to maintain and improve ISO ratings

#### **Community Engagement & Training**

- Implement public safety education programs
- Train local responders and coordinate CERT programs

#### **Interagency Coordination**

- Serve as liaison with agencies such as FEMA and GEMA
- Establish mutual aid agreements and coordinate regional emergency planning

#### **Additional Duties**

- Develop and maintain emergency communication systems
- Ensure continuity of government operations
- Design and conduct emergency preparedness exercises
- Advise county leadership on emergency management strategies

**Minimum Qualifications**

- High school diploma or GED
- Valid driver's license
- Firefighter I Certification
- Minimum 5 years of progressive experience in emergency response/disaster preparedness
- At least 3 years in a supervisory role
- Ability to pass background check and drug screening

**Required Certifications (or ability to obtain)**

- Georgia Firefighter Standards & Training Certification
- NIMS/ICS Certifications (100, 200, 300, 400, 700, 800)
- Certified Emergency Manager (within 24 months of hire)
- Must meet Georgia requirements for EMA Director

**Knowledge, Skills & Abilities**

- Strong knowledge of firefighting strategies and emergency management protocols
- Ability to operate effectively in high-stress and hazardous environments
- Excellent leadership, communication, and coordination skills
- Ability to work extended and irregular hours, including 24/7 emergency response

**Physical Requirements**

- Ability to lift 50+ pounds
- Prolonged standing and working in extreme weather conditions

**Compensation**

Salary is commensurate with experience and qualifications.

**How to Apply**

Applications are available online at:  
Hawkinsville-Pulaski.org

Or in person at:  
County Commissioner's Office  
45 S. Lumpkin St  
Hawkinsville, GA

Applications will be accepted until the position is filled.

**Equal Opportunity Statement**

Pulaski County is an Equal Opportunity Employer and a Drug-Free Workplace.