

Newburgh Enlarged City School District
Job Description

TITLE:	Emergency Management Instructor
REPORTS TO:	District Administration
QUALIFICATIONS:	<ul style="list-style-type: none"> • NYS Registered Professional of Emergency Management or Fire Services • Five years of verifiable experience in either or both Emergency Management/ Fire Services • Minimum Associate’s Degree or Higher Required • NYS certifications are up to date
JOB GOAL:	<ul style="list-style-type: none"> • The position requires someone who demonstrates a strong knowledge of emergency management principles (prevention, protection, mitigation, response and recovery), administration, program development and evaluation • Responsible for developing and implementing a curriculum that will prepare students to look into the fields of Emergency Management and Fire Services. • The instructor must possess the ability to work with students from different socioeconomic and educational backgrounds. • Deliver instruction using active learning methods which accommodate different learning styles. • Work collaboratively with the administrator, colleagues and staff members to integrate instructional activities and materials

DUTIES AND RESPONSIBILITIES:	<ul style="list-style-type: none"> • Developing lesson plans • Preparing lessons • Excellent interpersonal skills • Keep accurate and sufficient records of student grades and attendance • Develop exercise-based training Emergency Operations activities • Practice simulated, but realistic, crisis situations, within a structured learning environment. • Build the inter-dependent awareness, leadership, and communication skills needed to develop, refine, and implement policies, plans, procedures, and mutual aid agreements in a “whole-community” environment. • Establish specific emergency support responsibilities for students within their community • Carry out the policies developed by the Board of Education and building administration. • Participate and attend all Staff Developments and
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	<p>Departmental Meetings</p> <ul style="list-style-type: none">• Ability to work collaboratively with other colleagues and staff.• Perform other such duties as required by the Superintendent and building administration
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