



# EMPLOYMENT OPPORTUNITY

**JOB TITLE:** 911 Central Dispatch Director  
**LOCATION:** Baldwin, MI  
**WAGE RANGE:** \$53,733 - \$68,245

Lake County is seeking a highly-qualified individual for the position of 911 Central Dispatch Director.

This is a full time benefitted position with generous benefits. Salary commensurate with experience.

The 911 Central Dispatcher Director is responsible for the staffing, supervision, direction, training, and administration of the 911 Central Dispatch Center in Lake County. This position will work closely with Law Enforcement, Fire and Rescue departments and Emergency Management personnel to ensure the highest quality of emergency services are provided to Lake County. This position requires a high level of responsibility, leadership, flexibility, attention to detail, the ability to work under pressure and the ability to maintain privacy and confidentiality in a 24hr/7 day operation.

## EMPLOYMENT QUALIFICATIONS:

**Education:** Bachelor's Degree in Criminal Justice, Public or Business Administration, or a related field or equivalent experience.

**Experience:** Minimum of five years of 911 experience related to the operation of computers, radio, and telecommunications systems and providing police, fire, and EMS dispatch operations. A minimum of 3 years must be in a supervisory capacity. Preferred two years' supervisory experience as a PSAP Director in a local unit of government in Michigan.

Any or all of the above may be substituted for commensurate experience and/or education or a combination thereof.

**Certifications and/or Licenses:** Current and valid Michigan driver's license to operate a motor vehicle. Certification as a LEIN Operator. **Successful completion of NIMS Level 100, 200, 300, 400, 700, and 800 trainings. Maintain State of Michigan Dispatcher's Certification or be able to obtain certifications within 6 months of hire.**

**APPLICATION DEADLINE:** November 26, 2018 - 3:00pm

**Applications can be submitted to:**

Lake County Administration Office  
800 Tenth Street, Suite 100  
Baldwin, MI 49304  
[ejahnig@co.lake.mi.us](mailto:ejahnig@co.lake.mi.us)