

## **MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE**



COUNTY OFFICE BUILDING  
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## **VACANCY ANNOUNCEMENT**

### **VOLUNTEER FIRE/EMS RECRUITMENT COORDINATOR**

Volunteer Fire/EMS Recruitment Coordinator sought for part-time temporary position with the Madison County Office of Emergency Management. The work involves responsibility for establishing a recruitment and retention program for volunteer firefighters and emergency medical services (EMS) personnel in Madison County. The incumbent will work directly with the 22 volunteer fire departments in Madison County educating them on the processes of firefighter and EMS recruitment and retention, as well as addressing schools and other audiences on the topic of volunteer recruitment. The work is performed under the general supervision of the Director of Emergency Management. The incumbent performs related work as required.

**Minimum Qualifications:** Graduation from high school or possession of a high school equivalency diploma, current/formerly firefighter or EMS member, and public speaking proficiency.

**SPECIAL REQUIREMENT:** Candidates must possess a valid NYS Driver's License at the time of appointment and maintenance of said license for the duration of appointment.

Hourly Rate: \$25/hr. (approx. 8 hours/week, flexible hours). Please send completed application, cover letter and resume by May 20, 2016 to: Madison County Personnel Department, P.O. Box 636, Wampsville, NY 13163. Applications can be found at: <https://www.madisoncounty.ny.gov/sites/default/files/personnel/Application.pdf>. EOE