

Job Opening:

Local Disaster Recovery Manager, Niobrara County, (Lusk) Wyoming... two year at will position.

Will be responsible for professional-level planning, implementation and support of Niobrara County's disaster recovery goals, objectives and strategies involving a devastating flood in 2015.

Will facilitate effective decision making and coordination across the communities in Niobrara County. Will work independently and within teams, and will report to the Niobrara County, Wyoming Joint Powers Board.

Qualifications:

Any combination of education and experience equivalent to a Bachelor's Degree in Business Administration, Public Administration or other related fields; Master's Degree preferred.

Minimum of five (5) years' experience in rural economic or community development or city/town administration at a leadership level. Knowledge of Wyoming and Federal economic and community development programs is a plus.

Experience with grant writing and grant administration is preferred. Must be familiar with Microsoft Word.

Must demonstrate strong written and verbal communication skills. Must be highly motivated, be attentive to detail and a self-starter. Must have the ability to build and promote trust and teamwork.

Complete Scope of Work:

A complete scope of work can be found on the Niobrara County Website at www.niobraracounty.org.

Salary:

Salary for this position is \$65,000 to \$70,000 per year depending on qualifications.

How to Apply:

To apply, please submit a cover letter and resume by email or postal mail to:

Mr. Richard Ladwig
Chairman, Niobrara County Joint Powers Board

424 South Elm Street
PO Box 420
Lusk, WY 82225
niocc@qwestoffice.net

Deadline:

Applications must be received by February 28, 2017.