

Emergency Management Director Job Description and Manual Now Available

Vermont Emergency Management has created 2 new documents to assist towns and cities with attracting and educating Emergency Management Directors.

- [The Emergency Management Director Job Description](#) was created for those looking to advertise the position to their community in the hopes of identifying candidates or attracting volunteers to fill the Emergency Management Director role.
- [The Emergency Management Director Manual](#) can be used to educate new Emergency Management Directors (as well as to refresh existing Emergency Management Directors) about the responsibilities of an Emergency Management Director. It includes the steps a new Emergency Management Director should take, suggested practices, training opportunities, and how to obtain Emergency Management Director certification.

The Emergency Management Director Manual is not intended to replace attendance at the recommended 8-hour Emergency Management Director course, but rather to supplement it. The next 8-hour Emergency Management Director course is being offered virtually on February 14th & 15, 1-5 pm each day. Sign up through the [Learning Management System](#). If you don't have a Learning Management System account, please [register for a free account](#). Please reach out to your [Regional Coordinator](#) with any questions. These files, as well as additional files that support your community preparedness, are available on the [Local Emergency Management Plan Resources page](#) of our website.

*****Vermont Alert Rack Cards are available for distribution at Town Meeting or other events and locations in your town. [Email VEM for a delivery.](#)*****