

Welcome to KITTITAS COUNTY



Dear Colleague,

GMP Consultants is assisting **KITTCOM 911** in Ellensburg, WA in finding a **Director**. Perhaps this is the right time in your career to consider this exciting opportunity. If not, would you please pass this on to others who may be interested?

Thank you for your consideration and assistance.

Greg M. Prothman, GMP Consultants
greg@gmphr.com / 206-714-9499



WHY APPLY

This is a unique opportunity to serve as a working Director in a small community with a great team and strong collaboration between agencies. KITTCOM staff appreciate the organization's close-knit environment, fellow team members, and the rewarding work of supporting and helping the community. Centrally located in Washington State, Kittitas County is renowned for its recreational opportunities, including river rafting, fishing, hunting, hiking, skiing and snowmobiling. If you are looking to dive in and make a meaningful difference in a community, this may be the right opportunity for you.

"KITTCOM is truly a unique governmental entity. We have a strong history of being resourceful and responsive to our Community. We are not without our challenges, however our great Team and collaboration environment perseveres."

KITCOMM 911

KITTCOM is a civilian-staffed 911 center that serves 17 public safety agencies in Kittitas County and handles approximately 50,000 calls per year. KITTCOM provides support and communication for all participating police, fire, and ambulance services in Kittitas County, and assists other governmental emergency response divisions such as public works, public health, and the coroner's office.

The agency operates with a 2023 budget of \$3.8 million and an authorized staffing of 18 FTEs, including Dispatchers, Information Services Administrator, and Radio Services Manager. Staffing also includes part-time Maintenance and Radio Technicians.

Headquartered in Ellensburg, KITTCOM operates out of a 4,500 square foot facility near Bowers Field. The Agency is governed by a seven-member Administrative Board, including five elected members and two appointed members.



Job description available at gmphr.com

THE DIRECTOR

Reporting to the KITTCOM Administrative Board, the Director is responsible for the day-to-day administration of the 911 Emergency Communications Center (ECC), including finance, logistics, technology, operations, human resources, and leadership. It is imperative that the Director is proficient in communication, collaboration, and customer service.



EDUCATION & EXPERIENCE

- Degree in communications, emergency management, public administration, or another related field. A combination of additional or specialty training and/or experience may be considered in lieu of the degree requirement.
- Previous experience working in an emergency services environment.
- Previous supervisory and administrative oversight experience.
- Current and valid driver's license.
- First Aid/CPR/AED certification, or ability to obtain within six (6) months.

PREFERRED QUALIFICATIONS

- Previous Administrator or Director of a 911 communications center
- Bilingual English/Spanish

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Salary: **\$105,000 - \$145,000** annually DOQ.

Benefits include Family Medical, Dental, & Vision; State Retirement Program; Deferred Compensation Match Program; Vacation; Sick Leave; and Paid Holidays.

First Review Date: **February 22, 2024**

More Information:
Kate Hansen, GMP Consultants
kate@gmphr.com / (360) 622-7010

