



GREATER FRANKLIN-BRISTOL CERT AND MRC



Division/Department: Greater Franklin-Bristol Citizen Corps Council

Job Title: Team Leader

Reports to: Greater Franklin-Bristol CERT and MRC Coordinator

This position has been approved by the Greater Franklin-Bristol Citizen Corps Council.

Type of position:

- Full-time
- Part-time
- Contractor
- Volunteer

Hours: Variable

- Exempt
- Nonexempt

GENERAL DESCRIPTION

This position works closely with the Greater Franklin-Bristol CERT and MRC Coordinator to provide leadership qualities to the volunteers that make up the Greater Franklin-Bristol CERT and MRC units. The position will assist in marketing, communications, recruiting, training, and retention. Additionally, those in this role will assist with trainings and may be tasked with a leadership role in deployments. This position requires attendance at Citizen Corps meetings held bi-monthly in the Greater Franklin-Bristol Public Health Region when available. Attendance at State of NH MRC and Citizen Corps meetings as well as at both in state and out of state training. Other duties as assigned.

WORK EXPERIENCE REQUIREMENTS

- Prior experience in a leadership role
- Be proficient in MS Word, Excel, and PowerPoint
- Demonstrated commitment to the goals, and objectives of the Greater Franklin-Bristol CERT and MRC program.
- The candidate will have completed all core competency requirements of the CERT and MRC programs as required by the State of NH and the Greater Franklin-Bristol Citizen Corps

EDUCATION REQUIREMENTS

- High school diploma or GED
- Core competency completion as stated in the Greater Franklin-Bristol Volunteer handbook

REVIEWED BY

Title

APPROVED BY

Title

DATE OF APPLICATION

DATE OF ACCEPTANCE