



Regional Integration Center Project Manager

Location: New York City, NY

Join a world-class emergency management team that is building regional resilience to disasters.

The US Department of Homeland Security is funding a national initiative to enhance catastrophic preparedness in high-risk areas. The NYC Office of Emergency Management (OEM) is coordinating this initiative on behalf of the Regional Catastrophic Planning Team (RCPT), which includes representatives from cities, counties and states in the New York City metropolitan area. The mission of the RCPT is to use existing state and local planning to build a robust regional infrastructure that can focus our regional talent, expertise, and assets to support residents and visitors who would be affected by a catastrophic event. The RCPT has partnered with Public Health Solutions to administer the grant. The Regional Integration Center (RIC) is the operational arm of the RCPT and the location base for all regional projects.

The RCPT is seeking a Regional Project Manager. The Regional Project Manager will work with a team of subject matter experts and external planners (technical consultants) to scope and execute response and recovery planning and training and exercising for the NY-NJ-CT-PA region. He/she will coordinate with multiple stakeholders (sometimes with competing interests) throughout the New York, New Jersey, Connecticut and Pennsylvania metropolitan area.

Responsibilities:

- Will manage the total life cycle of assigned Regional Integration Center projects to include starting the project, organizing and preparing for the work, overseeing the work as it is built, approving and accepting the deliverables and closing out the project
 - Coordinate workflow for assigned RIC work team
 - Identify, convene and maintain ongoing conversations with government, non-profit, public and private agency planning teams and stakeholder groups
 - Manage a multi-million dollar grant budget
 - Create scopes of work, Negotiate consultant task orders
 - Establish and develop planning procedures, benchmark existing plans, and produce final reports, plans, and other deliverables
 - Provide detailed status reports to local, state, regional and federal agencies

Qualifications:

- A Master's Degree in a scientific, technical or related field and one or more years of professional experience in one or a combination of the following: engineering, physics, health physics, chemistry, or another field of specialization related to the above goals.
- Superior project management and time management skills.
- Excellent oral and written communication skills, with demonstrated technical writing skills.
- Attention to detail.

The ideal candidate will have a minimum of four (4) years experience in one or more of the following areas: project management; environmental, occupational health and safety; chemical, biological, radiological and nuclear incident planning and response; all-hazards emergencies, such as building collapses, major fires, steam pipe explosions, oil spills and chemical spills; industrial hygiene; organizational decision making and risk assessment.

Salary Range: \$65,000-\$95,000 per year

To apply for this position, visit our website at www.healthsolutions.org. We accept online applications only.

Public Health Solutions is an EOE.