



Los Angeles World Airports

**DIRECTOR OF EMERGENCY PREPAREDNESS
OPERATIONS AND EMERGENCY MANAGEMENT**

\$131,001.12 - \$162,759.60 Annually

LOS ANGELES WORLD AIRPORTS

Los Angeles World Airports (LAWA) provides the core airport system for the nation's second largest city, and is the hub for one of the world's most populous metropolitan areas. LAWA is faced with the challenges of providing an airport system to serve a major portion of the Southern California market and is a key component in the regional aviation plan to accommodate air passenger and cargo demands. Today, the LAWA system, with its three airports, serves as the gateway to the world, welcoming millions of travelers from around the globe.

LAWA is a unique system of three airports owned and operated by the City of Los Angeles. Each of the airports – Los Angeles International (LAX), Ontario (ONT), and Van Nuys (VNY) plays an integral role in helping to meet the regional demand for passenger, cargo and general aviation service in the 21st century. Each airport makes a distinct contribution to the strength of the system as it provides a high level of safety, security and service for its customers, communities and stakeholders. The strength of the system and the value this approach provides to the future of Southern California can be captured in a few words – We Fly As One.

LAWA is a self-supporting branch of the City of Los Angeles, governed by a seven-member Board of Airport Commissioners. The Board is composed of public-spirited business and civic leaders, appointed by Mayor Antonio R. Villaraigosa, and confirmed by the City Council. A professional executive and administrative staff carries out the policies of the Airport Commission. Approximately 3,700 employees support the operations of the three airports that make up LAWA.

DUTIES: A Director of Emergency Preparedness directs the work of a group of professional employees engaged in developing, administering and coordinating emergency preparedness and response for all airports within the Los Angeles World Airports. This position will serve as the principal liaison to other City departments/bureaus, other governmental agencies, local non-profit organizations, and private businesses on behalf of the Department. The director will be responsible for managing employees engaged in the implementation of emergency preparedness training programs and response activities. This position will be responsible for overseeing the updating and integration of various emergency response plans into consolidated plans for all stakeholders at LAX. It will also be responsible for directing and managing the development of Airport recovery plans, hazard specific response plans, fire and life safety plans-inclusive of minimizing, tracking and resolution of violations and other related plans in accordance with best practices in NIMS and ICS.

This employee will have oversight of employees who analyze, develop, and coordinate programs for Airport-specific emergency preparedness that function in coordination with Citywide Emergency Preparedness Plans. This position will be responsible for overseeing the

implementation of simulated or live-action exercises, drills, and other training activities; supporting a multi-agency approach to planning, training, and providing of emergency services; and supervising the effective implementation of exercise critique meetings. The employee will manage the identification and development of inventories of emergency response resources that would be required under various scenarios and ensuring that appropriate supplies are acquired, maintained, and staged throughout LAWA's facilities.

SALARY: - \$131,001.12 – \$162,759.60 Annually

REQUIREMENTS

1. Five years of full-time paid experience managing airport operations which include fire and/or police response and directing emergency preparedness activities, and
2. A valid driver's license is required.

NOTE: LAWA intends this position to be exempt from civil service. The appointment is contingent upon approval of exemption from civil service by the Mayor and City Council.

BENEFITS: The City of Los Angeles offers an excellent benefits package for the Director of Emergency Preparedness. The package includes:

Retirement – The employee's contribution is tax deferred, matched by the City and paid through payroll deduction. Employee may also have the option to buy back prior government service.

Deferred Compensation Plan – The plan, which consists of several investment options, allows participants to defer receipt of and income taxation on the funds contributed to the plan until the account is withdrawn and distribution requirements are met.

Vacation - Candidates with 15 or more years' relevant experience would receive a lump sum of 20 days of vacation upon permanent appointment. If the candidate has less than 15 years of relevant experience, the person would receive a lump sum of 15 days of vacation upon hire. Under either scenario, after one year of City service, the incumbent would accrue vacation (on a monthly basis) at a rate equivalent to 21 days of vacation per year.

Holidays – The City observes 12 paid holidays per year.

Health/Dental Plans - The City offers a "Flex" benefits program where it pays for the full cost of certain core benefits, and provides the employee with the flexibility to buy other benefits that are right for the individual. Specific information can be found at: www.myflexla.com.

Sick Leave - Employees are provided with generous sick leave benefits for illness or injury. At the beginning of each calendar year, employees receive 96 hours of sick leave paid at 100% of salary and 40 hours of sick leave paid at 75% of salary. Employees can accrue up to a maximum of 800 hours of 100% sick leave.

Life/Disability Insurance - All full-time employees are eligible for \$10,000 in basic life insurance coverage provided by the City. Under the City's flex benefit plan, employees can purchase additional coverage, up to five times salary.

Relocation Assistance - LAWA offers some relocation assistance to pay for moving expenses and/or interim lodging expenses for candidates who meet certain criteria.

TO APPLY: All interested candidates should submit a cover letter, resume, compensation history, and five professional references by e-mail directly to:

Darlene Fields, Senior Management Analyst II at dfields@lawa.org

Filing Deadline: On or before February 9, 2012 at 3:00 p.m.

Review and Evaluation of Career History – Only a select number of individuals will be invited to compete for this position. A review of the candidates' career history, resume, education, qualifying experience, and credentials will be assessed. Only the most highly qualified candidates will be invited to a personal on-site interview, from which final selections will be made.

As a covered entity under Title II of the American with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities.