

# GROW<sup>WITH</sup> GUILFORD

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## GUILFORD COUNTY

Invites Your Interest in the Position of

## EMERGENCY MANAGEMENT DIVISION DIRECTOR





## EMERGENCY MANAGEMENT DIVISION DIRECTOR SOUGHT

Guilford County, one of the most populous counties in the state and a regional hub for commerce, education, and culture, seeks a dynamic and forward-thinking **Emergency Management Division Director** to lead the accredited Emergency Management Division during a time of significant transition. The next **Director** is someone who can effectively manage both external emergencies—such as severe weather, hazardous materials incidents, and mass sheltering—and internal crises within county departments, bringing a strategic level of emergency preparedness across the entire government organization. The new **Division Director** must serve as a visible and trusted leader before, during, and after emergencies—building credibility, communicating clearly, and aligning various interests.

The ideal candidate will have significant prior experience in emergency management and/or public safety, and will be a strong collaborator, capable of focusing and growing the internal EM team, while also strengthening partnerships with municipal governments, including both large cities and smaller towns. Guilford County is a prominent hub for higher education, making engagement with its colleges and universities a critical priority. The next **Division Director** must have experience working closely with higher education institutions as well as public and private K-12 schools, and be skilled at fostering and sustaining complex partnerships across multiple agencies.

### ABOUT THE ORGANIZATION:

Guilford County is governed by a nine-member Board of Commissioners, elected by district and at-large to serve four-year terms. The County is regarded as a fiscally responsible, stable, and well-managed government with sound budget and fiscal management and a strong fund balance (net assets). The County has a recommended [budget for FY2025-26](#) of approximately \$842 million, a property tax rate of 73.05 cents per \$100 of assessed value and nearly 3,000 full-time employees in over 30 departments and agencies. These entities are organized into strategic service areas to promote efficiency, effectiveness, and equity throughout county services.



Learn more about Guilford County at [GuilfordCountyNC.gov](https://www.GuilfordCountyNC.gov).



## ABOUT THE DEPARTMENT, DIVISION AND POSITION:

The Guilford County Emergency Services Department provides paramedic level emergency medical care, fire department support operations, fire code building inspections, fire investigations, and emergency management and planning services across four divisions. The **Emergency Management (GCEM) Division** oversees a range of programs, including emergency preparedness, hazard mitigation, and coordinated response efforts.

Ensuring the County is prepared for and resilient to a wide range of threats and emergencies, the **Emergency Management Director** oversees the planning, implementation, and maintenance of a comprehensive emergency management program aligned with the National Preparedness Goal, focusing on five mission areas: Prevention, Protection, Mitigation, Response, and Recovery, as identified in the Division's [2024 Annual Report](#). Currently, the division is in year three of a five-year accreditation program. The next **Director** will be a leader in the reaccreditation process.

This position reports to the Emergency Services Director and leads a division of five full-time employees, two part-time employees, and seasonal interns who coordinate nearly 120 partner agencies in a comprehensive emergency management program using evidence-based, best practices. The **Division Director** will manage an annual budget of approximately \$850K. More information about the Guilford County Emergency Management Division can be found [on our website](#).

Staff are available 24/7 to support local response agencies and can be activated through Guilford Metro 9-1-1 Communications. GCEM also supports public education through community presentations and outreach. Additionally, the **Guilford County Local Emergency Planning Committee (LEPC)**, a registered 501(c)(3), plays a key role in fostering collaboration between public and private partners to enhance emergency planning and coordination countywide.



**Emergency Management Division staff are available 24/7 to support other response agencies, such as local fire departments.**

## KEY POSITION PRIORITIES:

- Lead the transformation and modernization of Guilford County's Emergency Management Division, including team development and potential expansion, along with rebuilding internal operations following the strain of large-scale events such as the COVID-19 pandemic.
- Provide strategic guidance and operational coordination during emergencies—both external and internal to county government. This includes reviewing and facilitating the update of the [division strategic plan](#) and Guilford County's internal Continuity of Operations Plan (COOP)
- Build and maintain strong working relationships with all municipal partners, including Greensboro, High Point, and the county's smaller towns.
- Engage closely with the region's many colleges, universities, and K-12 educational partners to align emergency planning with the unique needs of higher education institutions.
- Foster a collaborative culture and maintain robust relationships across multiple levels of government, public safety agencies, nonprofits, and community stakeholders.



## MINIMUM QUALIFICATIONS:

- Master's degree and a minimum of one year of experience in emergency services including training in hazardous materials, emergency management, and incident command, OR a four-year degree and a minimum of three years of experience in emergency services including training in hazardous materials, emergency management, and incident command.
- Three years of supervisory experience.
- Must have the ability to teach Emergency Management Programs and obtain FEMA EOC Mgt. Training within one year and subject to course availability.
- Valid North Carolina vehicle operator's license.
- On call position and subject to emergency recall. Must live within 5 miles or 10 minutes of the Guilford County line.

## PREFERRED QUALIFICATIONS:

- Ability to acquire an NCEM or IAEM credential.
- Master's degree in public administration, business, emergency preparedness or similar field.
- Five-seven years of supervisory/management experience.
- Public Safety agency experience in law enforcement, Fire, EMS, or 911.





## THE SUCCESSFUL CANDIDATE IS:

- knowledgeable with application experience in the five mission areas (prevention, protection, mitigation, response, and recovery) of Emergency Management;
- experienced in multi-agency coordination;
- an experienced leader with a passion for public service, known for building strong relationships and promoting a culture of preparedness, accountability, and innovation throughout a diverse and changing county;
- a strong collaborator with the ability to build consensus and trust with 200+ organizations and agencies;
- skilled at building and maintaining strong relationships across all sectors (e.g., schools, higher-education campuses, Coliseum, Furniture Market);
- knowledgeable about emerging trends in emergency management, including AI's impact on emergency management;
- experienced in coordinating communication involving key stakeholders and elected officials;
- effective in crisis communications with officials, public safety, and the public using modern technology;
- an excellent problem-solver, especially in navigating evolving federal and state EM programs;
- an innovative and creative problem solver with a track record of navigating challenges proactively;
- committed to rebuilding, mentoring, and empowering staff while fostering innovation and accountability; and,
- forward-thinking, with the ability to anticipate emerging threats and guide the County in proactive planning.

## SALARY AND BENEFITS:

The hiring range for this position is \$85,904-109,532. Starting salary is dependent on qualifications and experience. Guilford County offers a comprehensive benefits package, which can be found [here](#). Residency within five miles or 10 minutes of the county line is required within a negotiated time frame.



## ABOUT THE COMMUNITY:

Guilford County, with a population of over 541,000, is NC's 3rd most populous county. Among ten municipalities, Greensboro (county seat) and High Point are the largest within Guilford County. Guilford County is a growing and vibrant community with a diverse population and over 100 languages spoken. Demographically, the county is 47.23% Caucasian, 33.15% African American, 9.63% Hispanic of any race, and 5.31% Asian.

With a median age of 37 among its residents, Guilford County continues to work hard to develop and promote quality of life choices for all ages with focused efforts in K-12 schools, job training, economic development, employment, and recreation. Guilford County has many higher educational institutions, including UNC Greensboro, Greensboro College, Elon University School of Law, Bennett College, NC Agricultural and Technical State University, Guilford College, Guilford Technical Community College, and High Point University.



**Guilford County has many educational institutions, such as High Point University (above) and UNC Greensboro (below). The next Division Director must have experience working closely with higher education institutions as well as the region's K-12 educational partners.**





Guilford County recently approved a historic \$2B school bond investment that has already resulted in 6 new school construction projects. Construction of additional schools and school improvements are also underway. GCS is the 3rd largest school district in NC and is one of the 50th largest school districts in the US. GCS, which serves 70,000 students, pre-K – 12th grade and offers 258 Career-Technical Education programs in 49 schools, boasts a 91.8% high school graduation rate (2022), above the national average and higher than all the largest NC school districts.

From a variety of restaurants, museums, and educational and art centers such as the [Steven Tanger Center for Performing Arts](#), [International Civil Rights Center and Museum](#), and the [Greensboro Science Center](#) to Broadway performances and live music, Guilford County offers something for everyone. Outdoor recreation opportunities in the county include various hiking trails, mountain biking trails, greenways, parks, and lakes. Guilford County is also home to the semi-annual [High Point Market](#), the largest wholesale finished goods home furnishings market in the world.

Though the furniture and textile industries helped build Guilford County, the local landscape also includes technology, healthcare, and service industries, with five of the top 60 Fortune 500 companies having a presence in Guilford County, resulting in a vibrant economy. Guilford County has recently attracted new businesses. Toyota Battery (below) is investing over \$8B and bringing in over 3000 jobs to the area. BOOM Supersonic is building a 62-acre campus at Piedmont Triad International Airport and will bring over 2000 jobs to the area.



Photo: Toyota USA

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*The Steven Tanger Center for Performing Arts is a state-of-the-art-multi-purpose facility with a seating capacity of 3,000.*



*Guilford County offers community residents so many opportunities to enjoy the outdoors — from hiking and and mountain biking trails to greenways, parks and lakes.*



*The High Point Market, held twice a year, is the largest wholesale finished goods home furnishings market in the world and has a tremendous economic impact on the entire Piedmont Triad.*



## TO APPLY:

Please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Emergency Management Division Director, Guilford County, NC** title.

- All applications must be submitted online via the Developmental Associates application portal (link above) – NOT the organization’s employment application portal or any other external website.
- Resumes and cover letters must be uploaded with the application.
- Applicants should apply by **July 3, 2025**.
- The hiring team will invite successful semi-finalists to virtual interviews and skill evaluations on **August 12-13, 2025**. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate.
- Direct *inquiries* to [hiring@developmentalassociates.com](mailto:hiring@developmentalassociates.com).

Guilford County is an Equal Opportunity Employer.



*The Emergency Management (GCEM) Division oversees a range of programs, including emergency preparedness, hazard mitigation, and coordinated response efforts.*



Developmental Associates, LLC manages the recruitment and selection process for this position. To learn more about our selection process, visit <https://developmentalassociates.com/client-openings/>, select "Client Openings," and scroll down to "Important Information for Applicants."