

School Board Agenda Item CC-3
September 16, 2015

Executive Summary

Proposed Revised Job Description for the Manager, Emergency Management

Background: This item is being recommended for School Board adoption to meet requirements for proposed revised job descriptions.

Position Titles: **Manager, Emergency Management**

Division/Departments: **Chief of Staff**

Band: **B** **Range: \$61,088 - \$100,102** **Point Range: 845-944**

Salary Schedule: **2014-2015 ESMAB Salary Schedule**

Recommended Policy Status: Organizational Chart Job Description - **Final** Reading

Rationale: This job description is being revised in order to reassign the District's Chief Fire Official designation. A redrafted revision to the Manager, Emergency Management & Chief Fire Official job description was made resulting in the creation of a revised Manager, Emergency Management job description. Edits made since the original Board submission have also been appropriately reflected in the document.

Prior to recommendation to the School Board for approval, the appropriate representatives from the Broward Teachers Union (BTU) and the Educational Support & Management Association of Broward (ESMAB) were provided with a copy of the job description.

The Manager, Emergency Management position is filled and will not require staffing changes.

Cost: There is no additional financial impact to the District.