
Prevention Specialist(Job Id 26958)

Location: Rapid City, SD

Post Date: 05/07/2024

Agency: Public Safety

Close Date: 06/04/2024

Employment Type: Permanent Employee

Salary: 23.16-23.16 US

Description

PLEASE ATTACH THE ADDITIONAL REQUIREMENTS LISTED AT THE BOTTOM OF THIS PAGE

Job ID: 26958

Agency: Department of Public Safety - Wildland Fire

Location: Rapid City

Salary: \$23.16 per hour

Pay Grade: GH

Closing Date: 06/04/2024

This is a Full-Time position with the Department of Public Safety. For more information please visit <https://dps.sd.gov/>.

This position will be responsible for the following:

- develop, implement, and administer the SDWF Fire Prevention Program;
- create and implement a Fire Prevention Education program that is spread statewide and comes in the form of Social Media strategies and campaigns, school programs, fair exhibits, posters, flyers, radio and television spots, internet communications, community meetings, and one-on-one contacts with those who live, work, and recreate in wildland areas;
- develop specific fire and life safety educational programs for presentation to the following types of groups: business groups, employee organizations, homeowners groups, scouts, public and private schools, pre- schools and other such groups that may have need of this type of information;
- administer the division's School Fire Prevention Program; coordinate and participate in delivery of the program; select and order necessary materials; update program as necessary;
- develop agency specific fire prevention campaigns and products to address a targeted fire prevention message and advance agency branding. Promote Prevention activities via media releases, media interviews, Social Media action plans, website additions, brochure and flyer production, distribution, and other appropriate means. Maintain knowledge of proper fire terminology;
- conduct public appearances, lectures and/or exhibits to increase awareness and to promote goodwill for the agency;
- establish and maintain relationships with representatives of community, employee, and public interest groups;
- confer with internal and external agency personnel to identify trends and key group interests and public concerns;
- design, develop, and distribute relevant public information and education materials on fire preparedness;
- find available Grant Programs by eligibility; create applications for available grants through research and diligence;
- participate in wildfire and or all hazard incidents in a NWCG or ICS position to perform incident management, fire fighting, and other emergency situations.

The Ideal Candidate Will Have:

- bachelors degree in communications, graphic design or other related degree is preferred;
- creative, self motivated;
- ability to collaborate with co-workers and other team members;
- strong written and oral communication skills.

Knowledge, Skills, and Abilities:

- ability to research, comprehend, interpret, analyze, and present/disseminate information in a clear, concise, and professional

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format to audiences from a diverse array of educational and socio-economic backgrounds and interests;

- excellent research, data and analysis and problem-solving skills;
- ability to develop partnerships and work cooperatively with a variety of local, state, and federal agencies and groups;
- well developed writing skills and be able to provide clear, persuasive and convincing oral communication;
- knowledge of a variety of social media platforms and information distribution techniques;
- knowledge and skills using standard computer software.

Additional Requirements: To be considered, please attach your resume.

This position is eligible for Veterans' Preference per ARSD 55:10:02:08.

Successful applicant(s) will be required to undergo a background investigation. An arrest/conviction record will not necessarily bar employment. Offers of employment are conditional upon successful completion of a drug screening.

NCRC: If you possess a National Career Readiness Certificate, please submit the certificate with your application. For more information on how to acquire a National Career Readiness Certificate contact a South Dakota Department of Labor and Regulation Job Service Office. A certificate is not necessary to be considered.

The State of South Dakota does not sponsor work visas for new or existing employees. All persons hired will be required to verify identity and eligibility to work in the United States and complete an Employment Eligibility Verification, Form I-9. The State of South Dakota as an employer will be using E-Verify to complete employment eligibility verification upon hire.

The State of South Dakota offers employer paid health insurance plus eleven paid holidays, generous vacation and sick leave accrual, dental, vision, and other insurance options, and retirement benefits. You can view our benefits information at <https://bhr.sd.gov/job-seekers/work-for-state-government/>. This position is a member of Class A retirement under SDRS.

Must apply online: <https://sodakprod-lm01.cloud.infor.com:1443/lmghr/xmlhttp/shorturl.do?key=PPZ>

You must apply online, emailed resumes or submissions will not be accepted.

South Dakota Bureau of Human Resources

Telephone: 605.773.3148 Email: careers@state.sd.us

<http://bhr.sd.gov/workforus>

"An Equal Opportunity Employer"