

STATE OF NEBRASKA CLASS SPECIFICATION
EMERGENCY MANAGEMENT RADIOLOGICAL EMERGENCY
PLANNING AND TRAINING SPECIALIST I

EST: 09/10 – REV: 11/15

CLASS CODE: A68204

DESCRIPTION: Under direct supervision, assists in the development and implementation of state and local Radiological Emergency Preparedness (REP) plans. Provides radiological training for the protection of the civilian population and the economic well-being of the State from the effects of radiological incidents/accidents. Reports to an Emergency Management Section Supervisor; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS: (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the fourth level in a series of seven classes (Emergency Management Planning Specialist, Program Specialists I and II, Emergency Management Radiological Emergency Planning and Training Specialists I and II, Unit Supervisor and Section Manager) responsible to work with state and local governments in a statewide emergency management and homeland security planning and preparedness for, and response to natural, man-made and technological disasters and hazards.

Persons in this class have not yet completed all the federally required coursework/training to work independently. All work is reviewed by a supervisor or someone at the REP II level. Persons at the REP I level have completed/will complete all required coursework/training prior to the end of the original, transfer or promotion probationary period or as soon as the required coursework is offered.

These classes are distinguished from the Planning and Program Specialist classes in that the REP classes deal with radiological programs/emergencies and the Planning and Program Specialist classes do not.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Assists with research, data collection and analysis in the areas of communications, fire protection, law enforcement, hazardous materials, health and medical, evacuation routes, evacuation time studies, shelters, mass care and veterinary services and kennels, through the use of interviews and meetings with local officials and civilians, through physical inspections of buildings, facilities, supplies and equipment, and the interpretation of data from literature and statistical reports for the purpose of incorporating such data into comprehensive emergency management REP plans and programs.

Assists with development and writing of comprehensive county REP plans and the State REP plan, which provide for the direction and control of emergency response, warning, shelter, evacuation, continuity of government and in general the protection and care of the population during radiological disasters.

Assists local government, local emergency management agencies and emergency first responder agencies in the development of their Radiological Emergency Response Plans to ensure consistency between state and local plans; advises and assists the nuclear power stations in the design and development of exercise activities to determine the feasibility and practicality of these plans.

Assists local emergency management agencies and emergency first responder agencies in developing radiological response standard operating procedures through knowledge and guidance of radiological matters.

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Research Nuclear Regulatory Commission (NRC), Federal Emergency Management Agency (FEMA) and Department of Homeland Security (DHS) regulations and programs to assist in writing, enhancing and integrating local, state and federal response activities into local and state REP plans, programs, training and exercises.

Assists with review and updating REP plans for current applicability, and to ensure conformance and compliance with state and federal laws and regulations.

Assists with coordination of REP program activities with other state agencies and with units and/or programs within the State Emergency Management Agency to ensure awareness of the REP activities of the local emergency management agencies, and to promote intra-agency cooperation and efficient utilization of resources.

Assists in the provision of federally mandated annual REP training to state and local governmental agencies, local emergency management officials and emergency first responder agencies in counties affected by nuclear power stations in the areas of Emergency Operations Center operations, Radiological Emergency Worker, Radiological Monitoring and Decontamination, Traffic Access and Control, Radiological Medical Response and Emergency Public Communications. Training is based on current Radiological Emergency Response Plans and radiological emergency response curriculum.

Assists in the provision of Radiological Emergency Response training to local government agencies, local emergency management officials, and emergency first responder agencies based on radiological emergency response curriculum.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: radiation, its effects and the means to prevent or mitigate the exposure to and/or the receipt of radiation dose; the capabilities, limitations and functioning of radiological survey meters, instruments and kits; safe handling of radiological sources; terminology, concepts, principles and logic of radiological planning based on federal regulations and guidance; local government structures and relationships between municipal, county and state government; survey techniques; Wipes, Dosimetry; methods and techniques used in fact-finding and data gathering for plan development; means to use in obtaining or disseminating information in the proper format; computer operations, word processing, data input, database tracking, computer graphics, application conversion, internet use and presentational software programs; fundamentals of radiation safety; group dynamics; Hazardous Materials Planning and Community Right to Know; Disaster Emergency Response Plans.

Ability to: communicate effectively at all levels; establish and maintain open and constructive working relations with other staff members and local government and private officials; understand, interpret and apply statistical data; organize and coordinate program activities; read and interpret legislation, rules and regulations governing emergency management, homeland security, and their radiological programs and procedures; grasp abstract ideas; be innovative and creative; be attentive to quality work; work under stress effectively, productively and meet deadlines; train individuals; explain ideas and instructions clearly, patiently and in layman's terms; learn new concepts quickly; be flexible; listen to and understand others' ideas, problems and suggestions.

Skill in: writing in a precise, comprehensive manner and paying attention to minute details; presenting information to others.

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MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need assistance during the selection process should request this in advance.)

Post high school coursework/training in the following areas: physics, chemistry or health physics; radiological instrumentation; regional/urban/community planning, disaster planning, public safety program planning, or transportation planning; and experience in one or more of the following areas: public speaking, adult education or instruction.

AND

Successful completion of NEMA Basic Academy and FEMA Independent Study Courses IS-1, 3, 5.a, 7, 10a, 11, 22, 26, 100HC, 100KEb, 100PWb, 100SCa, 11, 120a, 130, 200HCz, 230, 235, 240, 241, 244, 271, 288, 301, 302, 331, 340, 346, 362, 393a, 394a, 546a, 546b, 547a, 548, 650a, 700, 701, 702, 703, 704, 706, 775, 800, 801, 802, 803, 804, 805, 806, 808, 810, 813, 820, 821, and 836 and NIMS 100, 200, 300, 400, 700 and 800 series courses. Also must have attended and completed the following courses: E304-Radiological Emergency Preparedness Exercise Evaluation Course; Federal Radiological Monitoring and Assessment Center Workshop (FRRMAAC); G290- Risk Communications (may substitute any Risk Communications course); G346 or Program Y-PER-267- Hospital Dept. Management of Radiological and other HazMat Accidents (may substitute any Radiological Hospital Emergency Response Course); ISC 300-Intermediate ICS for Expanding Incidents; ISC 400-Advanced Radiological Incident Operations Course; NE-001-COMM-Advanced Planning Concepts: Developing Incident Action Plans; G358-Evacuation Planning and Reentry Course; S301 or PER-904- Radiological Emergency Response Operations Course; S302 or PER-905-Advanced Radiological Incident Operations Course; S425 or PER-266 – Radiological Series Train the Trainer Course; DOE Module Emergency Radiological Response Transportation Training Course (MERRTT), DOE Module Emergency Radiological Response Transportation Training – Train the Trainer Course (MERRTT-TTT); Program A-PER-261-Hazardous Materials Technician for CBRNE Incidents; Program V-PER-201-WMD Radiological/Nuclear Awareness; Program B-PER-260 – Technical Emergency Response Training for CBRNE Incidents; DOJ Counter Terrorism Operations Training Courses (CTOS); **On-Line Courses:** AWR-140-W WMD Radiological/Nuclear Awareness; AWR-160-W-WMD All Hazard Awareness Level; Nevada Test Site or Mobile Training Team Courses; and AWR-140-1 WMD Radiological/Nuclear Awareness Train the Trainer.

SPECIAL NOTES:

Incumbents in this class are assigned as Agency Duty Officer on a rotational basis. When serving as Duty Officer, incumbents must be available for emergencies on a 24-hour basis for a seven-day period. At all other times, incumbents must be available for duty around the clock in the event of an emergency or natural disaster.

Incumbents must be able to report to the NEMA office within 30 minutes of an emergency call to duty.

This position utilizes the following federal and state programs and must maintain a working knowledge of the inter-relationship between programs: Homeland Security Exercise Evaluation Program (HSEEP), National Incident Management System (NIMS), Nuclear Regulation 0654 for power plants (NuReg 0654), Radiological Emergency Preparedness Planning Manual (REPP, Planning and Evaluator Courses, and the MERRT Train the Trainer.

State agencies are responsible to evaluate each of their positions to determine overtime eligibility status as required by the Fair Labor Standards Act (FLSA).