

STATE OF NEBRASKA CLASS SPECIFICATION
**EMERGENCY MANAGEMENT RADIOLOGICAL EMERGENCY
PREPAREDNESS PLANNING AND TRAINING SPECIALIST II**

EST: 09/10 – REV: 00/00

CLASS CODE: A68205

DESCRIPTION: Under general supervision, performs professional work in the development and implementation of state and local Radiological Emergency Preparedness (REP) plans and providing radiological training for the protection of the civilian population and the economic well-being of the state from the effects of radiological incidents/accidents at nuclear power stations and during radiological transportation incident/accidents. Incumbents report to an Emergency Management Section Manager in the Nebraska Emergency Management Agency. 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 second of two levels in the Radiological series. Persons in this class have, or will have completed by the end of the probationary period, all federally required coursework/training to work the radiological programs independently. Persons at the I level can only assist with the radiological programs and all work is reviewed by this II level or a supervisor.

The Radiological classes are distinguished from the Planning & Program Specialist classes in that they deal with radiological programs/emergencies and the Planning & Program Specialists cannot.

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.)

Researches, collects and analyzes data, 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.

Develops and writes comprehensive REP plans which provide for 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. Incumbent in this position is responsible for County REP Plans and the State REP Plan.

Advises and assists the 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 exercises to determine the feasibility and practicality of these plans and is designated as a State Liaison to the affected County during exercises or real events.

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

Researches Nuclear Regulatory Commission (NRC), Federal Emergency Management Agency (FEMA) and Department of Homeland Security (DHS) regulations and programs to write, enhance and integrate local, state and federal response activities into local and state REP plans, programs, training and exercises.

Reviews and updates REP plans for current applicability, and to ensure conformance and compliance with state and federal laws and regulations.

Coordinates 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.

Provides 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. The training is based on current Radiological Emergency Response Plans and radiological emergency response curriculum.

Provides Radiological Emergency Response training to local governmental 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: State Statutes and Federal laws/programs pertinent to emergency management and homeland security as they pertain to REP; the functional relationships between federal, state and local emergency management and homeland security organizations as they pertain to REP; the terminology and concepts associated with REP plans and programs; radiation, it's affects, sources and the means to prevent or mitigate the exposure to and/or the receipt of radiation dose; Radiation Wipes; Dosimetry; principles and logic of radiological planning based on federal regulations and guidance; methods of gathering and analyzing statistical and general data; research methods; local government structures; relationships between municipal, county and state government; knowledge of the capabilities, limitations and functioning of radiological survey meters, instruments and kits; safe handling of radiological sources; group dynamics; disaster emergency response plans; Hazardous Materials Planning and Community Right-to-Know.

Ability to: communicate effectively at all levels; establish and maintain effective working relationships at federal, state and local government levels; interpret and apply emergency radiological planning rules and regulations and statistical data; translate various data and items of information into comprehensive radiological preparedness plans suitable for use at the operating level; persuade government and private officials to become active in radiological preparedness and planning activities; organize and coordinate program planning activities; effectively and efficiently proof work for errors; be attentive to quality work; grasp abstract ideas; be innovative and creative; work under stress effectively, productively and meet deadlines; and train individuals..

Skill in: making judgmental decisions based on sometimes vague criteria and/or insufficient guidelines; conducting one-on-one interviews in such a manner to extract the maximum amount of data required for plan development; writing in a precise and comprehensive manner and paying attention to minute details; making presentations to various and diverse groups; using computers for word processing, data management and development of maps and graphic displays.

MINIMUM QUALIFICATIONS: (Applicants will be screened for these qualifications. Applicants who need assistance in the selection process must 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 courses and minimum qualifications required at the Radiological Emergency Preparedness Planning and Training Specialist I **PLUS** the following FEMA Independent Study courses: 30, 31, 100.FDA, 106.10, 107.SP, 208a, 250, 293, 366, and 520.

SPECIAL NOTES:

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.

Must attend one REP National Conference and one Hazards Materials Conference prior to the end of the probationary period.

Incumbents 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.

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