

Local Public Safety Coordinating Council (LPSCC) Coordinator

ENTITY:

Association of Oregon Counties (AOC)

SALARY:

\$47,476.00

DEADLINE:

Mon, Oct 31st, 2016

STATUS:

Open

The Association of Oregon Counties is recruiting for six LPSCC Coordinators to each work in one of six regions of the state in the following groups of counties:

Polk/Yamhill

Douglas/Josephine

Klamath/Lake

Umatilla/Morrow

Jefferson/Crook

Hood River/Wasco/Sherman/Gilliam/Wheeler

This is a temporary full-time, exempt position, with a starting salary of \$47,476.00. These positions are funded from January 1, 2017 to September 30, 2019.

LPSCC Coordinators will perform a variety of policy and administrative duties for LPSCCs in each county to develop and/or strengthen public safety policy in coordination with key stakeholders. LPSCC Coordinators handle confidential information and routine office matters in addition to performing special projects as assigned.

Qualified applicants will possess the following:

Knowledge of local criminal justice systems and county government

Knowledge of principles, practices, procedures and philosophies of public administration

Excellent organizational and interpersonal skills

Demonstrated ability to support and facilitate a group in collaborative problem solving

Skill in data collection and analysis, with the ability to develop and effectively present information clearly and in a compelling manner

Skill in the preparation, presentation and administration of budgets

Skill and proficiency with Microsoft Word, Excel, and PowerPoint

Ability and skills to develop, recommend, and implement effective plans and programs and objectively evaluate progress toward goals and timetables

Ability to work as an effective and collaborative team player

Ability to write and speak effectively, including the ability to conduct effective meetings

Ability to establish and maintain effective relationships with government officials, union officials, employees and the general public

Ability to provide interactive, dynamic communication with governance body

Deadline to apply is Monday, October 31 at 5 p.m. Applications received after the deadline will not be considered.

Interested applicants must submit a completed employment application, cover letter, and [resume toasklgpi@lgpi.org](mailto:resume.toasklgpi@lgpi.org) on or before the deadline in order to be considered.

Please specify a desired region(s) in the cover letter. To view the detailed job description, click [here](#).

Please contact LGPI at asklgpi@lgpi.org with any questions about the application process