



Important Recruitment Information for this vacancy

- *Public Safety Broadband Manager*
- Posted until 1 position filled

Agency Information:

[Adjutant Generals Department](#)

Kansas Division of Emergency Management

Wichita, KS

About the Position

- **Who can apply:** Qualified applicants over the age of 18
- **Classified/Unclassified Service:** Unclassified
- **Full-Time/Part-Time:** Full-time
- **Regular/Temporary:** Regular
- **Work Schedule:** Monday - Friday, may vary
- **Eligible to Receive Benefits:** Yes
- **Veterans' Preference Eligible:** Yes

Compensation: \$24.48 per hour

** Salary can vary depending upon education, experience, or qualifications.*

Employment Benefits

- Comprehensive medical, mental, dental, vision, and additional coverage
- Sick & Vacation leave
- Work-Life Balance programs: parental leave, military leave, jury leave, funeral leave
- Paid State Holidays (designated by the Governor annually)
- Fitness Centers in select locations
- Employee discounts with the [STAR Program](#)
- Retirement and deferred compensation programs

[Visit the Employee Benefits page for more information...](#)

Position Summary & Responsibilities

Job Responsibilities may include but are not limited to the following:

Public Safety Broadband Project Management: Coordinate and facilitate public safety broadband planning activities on behalf of the State of Kansas: interfaces with government officials at the local, state, tribal, and federal levels of government to provide technical assistance for FirstNet and to provide a common understanding of strategies. Assists the single point of contact (statewide interoperability coordinator) with broadband planning, deployment, and usage with FirstNet Authority and FirstNet. Assists in maintaining the FirstNet Portal for uplift and account management for the Emergency Communication Section and or other users as assigned. Tracks and maintains broadband deployments at the state level and ESF2 function. Coordinate and manage grant funding opportunities relevant to public safety broadband, to include drafting grant application for submission, carrying out day-to-day grant activities, drafting grant reports, and collaborate with other local, regional, state, and federal entities to ensure successful grant implementation. Assist the statewide interoperability coordinator in developing, managing, and executing budgets. Works with the state interoperability advisory committee and FirstNet governing body to develop statewide position regarding the public safety broadband network. Develop the overall planning and decision documents for approval by the statewide interoperable executive committee and FirstNet governing body. Assist with the integration of public safety broadband into the statewide communications interoperability plan (SCIP). Coordinate with local, state, and federal levels of government to assist the statewide interoperability coordinator with communications

related exercises. Work with local, tribal, and state levels of government to identify and catalog coverage gaps for mobile voice and data services. Develop and manage project plans from inception through completion.

Training and Exercises: Conducts training in the area of emergency communications to emergency management stakeholders and public safety professionals across the state for the Kansas Statewide Interoperable Communications System (KSICS) and land-mobile radios. Conduct monthly communications checks with all KSICS, public safety answering point (911 communications centers), and medical users. Assist with technical assistance deliveries related to interoperable communications from Department of Homeland Security Cybersecurity and Infrastructure Security Agency. Provide technical information on land-mobile radio infrastructure as requested by public safety agencies.

Coordination, Technical Assistance, and Committees Liaison: May represent the agency on local, regional, intrastate, and national level committees, working groups, etc. related to subject matter expertise.

State Response and Recovery Support: May serve in a major management function or support position in the state emergency operations center during exercises and real-world activations. May deploy in the field to an impacted jurisdiction throughout the state as needed to provide support or technical assistance, especially pertaining to ESF 2 – Communications and public safety interoperable communications.

Incumbent may be subject to call-in/call-back outside of regular working hours to support state response and recovery actions, staffing the state emergency operations center, or deployments to areas impacted by an emergency or disaster.

Incumbent is required to remain knowledgeable of current agency plans and procedures and maintain a working knowledge of NIMS and related state emergency operations center interfaces in addition to supporting any training and/or documentation requirements as needed.

Qualifications

- **Education:**

High School diploma or equivalent.

- **Minimum Qualifications:**

Five (5) years background related to the use of two-way emergency communications/dispatch or two-way radio sales/maintenance. Knowledge of the National Incident Management System (NIMS) and Incident Command System (ICS).

Ability to lift, carry and/or move course materials and equipment weighing up to 50-75 pounds. Ability to move, set up, and/or arrange tables and chairs for meetings and trainings.

- **Preferred Qualifications:**

Three (3) to five (5) years of public safety employment, mobile telecommunications, or land mobile radio communications experience preferred. Prefer background in public safety, NIMS, ICS, and adult training/teaching.

- **Required: Must have a valid Driver's License and the ability to obtain and maintain a Department of Defense Security Clearance as a Condition of Employment.**

Recruiter Contact Information

Email: ng.ks.ksarng.list.adjgenshr@mail.mil

Phone: 785-646-0563

785-646-0566

Mailing Address:

State Office of Human Resources

2722 SW Topeka Blvd

Topeka, KS 66611

Job Application Process

- First **Sign in** or register as a **New User**.
- **Complete or update your contact information** on the Careers> My Contact Information page. *This information is included on all your job applications.
- **Upload required documents** listed below for the Careers> My Job Applications page. *This information is included on all your job applications.
- Start your **draft job application**, upload other required documents, and **Submit** when it is complete.

- Manage your draft and submitted applications on the Careers> My Job Applications page.
- **Check your email** and **My Job Notifications** for written communications from the Recruiter.
 - Email – sent to the Preferred email on the My Contact Information page
 - Notifications – view the Careers> My Job Notifications page

Helpful Resources at jobs.ks.gov: “How to Apply for a Job – Instructions” and “How to Search for a Job – Instructions”

Required Documents for this Application to be Complete

Upload these on the Careers - My Job Applications page

- Tax Clearance Certificate
- Transcripts
- DD214 (if you are claiming Veteran’s Preference)

Upload these on the Attachments step in your Job Application

- Resume (or choose existing if you have one)
- Cover Letter

Helpful Resources at jobs.ks.gov: “How, What, & Where do I Upload Documents” and “Save Tax Clearance Certificate as a PDF”

Kansas Tax Clearance Certificate Required: Each applicant (even non-residents) applying for a State of Kansas job vacancy must obtain a valid Kansas Certificate of Tax Clearance by accessing the Kansas Department of Revenue's website. A Tax Clearance is a comprehensive tax account review to determine and ensure that an individual's account is compliant with all primary Kansas Tax Laws. A Tax Clearance expires every 90 days. All applicants, including current state employees, are responsible for submitting a valid certificate with all other application materials to the hiring agency. This is in accordance with Executive Order 2004-03. If you need assistance with the tax clearance, please contact 785-296-3199.

[Visit the Tax Clearance site for more information on and where to obtain this Kansas Department of Revenue document.](#)

How to Claim Veterans Preference

Veterans' Preference Eligible (VPE): Former military personnel or their spouse that have been verified as a "veteran"; under K.S.A. 73-201 will receive an interview if they meet the minimum competency factors of the position. The veterans' preference laws do not guarantee the veteran a job. Positions are filled with the best qualified candidate as determine by the hiring manager.

[Learn more about claiming Veteran's Preference](#)

Equal Employment Opportunity

The State of Kansas is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

If you wish to identify yourself as a qualified person with a disability under the Americans with Disabilities Act and would like to request an accommodation, please address the request to the agency recruiter.