



VACANCY ANNOUNCEMENT

Position Title	Disaster Response & Recovery Specialist
Position Type	Contingent/Bench Recruitment (Temporary)
Location	TBD
Salary	TBD

DESCRIPTION

J&M is seeking supplementary staff and surge personnel with specialized skill sets in disaster/incident management, recovery, and resilience who would be available for deployment for extended periods of time, sometimes with little notice. Deployments generally range from one month to one year in duration. Generally, these are temporary positions (not benefits eligible).

Areas of need include:

- **Public Health:** experts across a wide range of public health areas to include case management, social services, and behavioral health
- **Economic Recovery:** support economic recovery and resilience building activities to include conducting needs assessments and developing recovery
- **Information Management:** manage requests and develop products that increase situational awareness of an event to support executive decision making
- **Incident Management:** support response efforts, to include planning specialists, operations section specialists, occupational health & safety specialists, resource coordinators/logisticians, situation/incident unit specialists, and IT technicians
- **Case Management & Behavioral Health**
- **Data & Spatial Analysis:** leverage software such as ArcGIS, PowerBI, and Tableau, to analyze large datasets and prepare summaries and visualizations
- **Children & Youth:** support post-disaster impacts to children and youth
- **Public Assistance:** may include positions such as CRC specialists, project managers, historic preservation specialists, environment planners, site inspectors, costing specialists, insurance specialists, and document validation specialists

WHAT THE SUCCESSFUL APPLICANT BRINGS

- Bachelor's degree; years of experience and specialized training, as required
- Experience working with federal and state organizations providing disaster assistance
- Experience working in NIMS/ICS structure desired
- Ability to deploy with little notice for long periods of time into, at times, hazardous and challenging environments
- Must be able to commit for a minimum 60-day assignment and be able to travel

- Willing to work long and/or non-traditional hours
- Hold or be able to obtain federal credentials and pass background and credit checks
- Proficient using Microsoft Office software
- Excellent communication skills
- Problem solver
- US citizenship is required for most positions
- Depending on the position, individuals may require a driver's license and insurance

WHAT J&M BRINGS

- Opportunity to grow and develop with a successful small business
- Family atmosphere where staff contributions are recognized and rewarded
- 401K retirement benefit with company match

TO APPLY

- Complete the online application at:
<https://forms.office.com/r/qMqSmpJTda> or using the QR code
- After completing your application, email your resume as a PDF to hr@j-mglobal.com
 - Please label your file LastName_FirstName (for example, Smith_Joe.pdf).
 - The subject of your email message should be "Resume Submission"
- Please note which types of positions you are interested in



J&M provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.