

Two Community Planner Positions Available Now

FEMA Headquarters, Washington DC

Community Planning and Capacity Building Recovery Support Function

These direct-hire positions will serve as a team member in the Community Planning and Capacity Building (CPCB) Branch, within the Interagency Coordination Division at FEMA Headquarters in Washington DC. You would be part of a collaborative team focusing on shaping national disaster recovery policy and guidance that implements the work of the CPCB Recovery Support Function (CPCB RSF). The CPCB RSF focuses on coordinating support for local governments to enable them to undertake effective post-disaster recovery and resilience planning and recovery management. The positions are full-time, based in Washington DC; however, the positions also involve occasional deployments to support CPCB RSF field delivery after disasters. Additional information on CPCB RSF can be found in a 2 page [overview of the CPCB RSF](#).

Please send a resume addressing the requirements no later than Dec 2nd.

Send to Matt Campbell, CPCB National Coordinator at Matt.campbell@fema.dhs.gov.

2 positions; One each at the GS 11 and GS 13 level

Starting salary \$64,650 for GS-11, and \$92,145 for GS-13

These two positions are full-time, Wash DC based, contract-term positions (referred to as Cadre of On-Call Response Employees or CORE). These positions have benefits very similar to permanent positions (leave, insurance, retirement). It is a 2-year term, with extension possible. More information on the CORE program can be found at <http://careers.fema.gov/cadre-call-responserecovery>

Background and Description:

The CPCB branch implements the CPCB Recovery Support Function. The mission of the Community Planning and Capacity Building Recovery Support Function (CPCB RSF) is to enable local governments to effectively and efficiently carry out community-based recovery planning and management in a post-disaster environment.

The CPCB RSF strives to restore and strengthen tribal and local governments' ability to plan for recovery, to integrate resilience into recovery planning, engage the community in the recovery planning process, and build capacity for local recovery management. CPCB team members support the mission of the RSF at FEMA headquarters developing guidance and tools for local governments, building federal and non-federal organizational partnerships to support local planning capacity needs, and occasionally deploy to implement our work in the post-disaster

CPCB Team in the Field



CPCB Team in Vermont 2012



Team members at the Field Office



Coordination with Univ of New Orleans



Advising on Planning and Recovery Mgmt



Community Planning Support

environment. We work with a network of 10 Regional CPCB Coordinators in FEMA Regional Offices. CPCB RSF is part of the larger Interagency Coordination Division, which is responsible for implementing the National Disaster Recovery Framework. Online information regarding the NDRF can be found at <http://www.fema.gov/national-disaster-recovery-framework>.

Desirable Qualifications

A GS 13 would have an advanced degree and 4 or more years of experience.

A GS-11 would have an advanced degree and 2 or more years of experience.

Required

- Advanced degree in community, urban, or regional planning; community development; public administration, city or county management; or related degree; AND
- Paid or unpaid work experience, that involved direct support to or interaction with local government and planning at the local level; AND
- Knowledge of federal, state and local government roles and relationships
- For the GS-13 level, experience in leading a team

Additional desirable background

- Background or experience with geographic information systems, geography, political science, international development, sociology, environmental planning, or policy and guidance development
- Experience with disaster recovery, hazard mitigation, or emergency management
- Experience facilitating multi-stakeholder meetings, interfacing with unrepresented groups or vulnerable populations, or conducting partner outreach.

Level of Responsibility:

- The GS-13 position serves as a senior community planner, with expectation of higher-level contacts, high level of independent judgement and less guidance provided to accomplish tasks than the GS-11 level.
- The GS 11 level serves as a staff community planner, with more direction and less expectation of independent judgement than the GS 13.

Duties of the positions:

- Develop issue papers, guidance, operational instructions or procedures, or policy documents to support CPCB RSF implementation at the national, regional or field level.
- Evaluate or assist with coordination for CPCB RSF field operations
- Develop local planning, management, community engagement guidance, tools and resources
- Conduct partnership development and outreach to expand the network of partners collaborating under the CPCB RSF.
- Serve as a project lead.
- Position is based out of Washington DC, but because all FEMA staff are called on to support field activities, the position would involve occasional deployment to disaster sites, sometimes for 30 days or more, to assist CPCB RSF field coordinators in their activities to support states and communities in local recovery planning and building of planning and management capacity.