

*****We are looking to hire as soon as possible. Please contact Juan Bossano at jbossano@wittobriens.com if you are interested.*****

Witt O'Brien's Position: Hazard Mitigation Specialist

Company Profile:

Witt O'Brien's is the leader in crisis and emergency management. We help our clients prepare for, respond to and recover from disaster. Our mission is to make them *ready***RESILIENT**.

Our highly skilled experts protect lives, communities and businesses in both the private and public sectors. We do that with innovative services that combine decades of front-line disaster experience with out-of-the-box thinking, to generate the best outcome for our clients.

Are you looking for an opportunity to join a team that makes a real difference? Do you want to be part of a collaborative team that protects and strengthens communities and businesses? If you are looking for all these opportunities and more, then Witt O'Brien's is the right fit for you.

We are seeking the best and brightest talent to help us take our organization to the next level. We offer a stimulating work environment with a growth-oriented dynamism. Our compensation and benefits package is highly competitive, to encourage happy and motivated employees.

Position Summary:

Witt O'Brien's is actively seeking innovative, motivated and talented Hazard Mitigation Specialists to join our team of experts in the US Virgin Islands. The ideal candidate will be able to showcase their technical expertise and project delivery skills in the Hazard Mitigation arena and work closely with the Public Assistance staff to ensure quality product delivery to our client. Selected Mitigation Specialists will travel to disaster-impacted area in the US Virgin Islands to support Witt O'Brien's client and FEMA in the delivery of the Public Assistance Program. In this role, you will be responsible for developing, analyzing and preparing mitigation recommendations utilizing FEMA Section 404 of the Stafford Act. The position will include, but is not limited to the identification, development and review of technical federal applications for structural mitigation projects such as flood proofing structures, soil stabilization, storm water management, and other flood control projects. You will position and develop hazard mitigation proposals to maximize mitigation participation and funding.

This position description incorporates the core responsibilities of the job. It recognizes that other related duties not specifically mentioned might also be performed, and that not all responsibilities may be carried out depending on operational needs.

Position Specifications

- **Reports to:** Project Manager
- **Position Location:** US Virgin Islands
- **Position Type:** Temporary
- **FLSA Classification:** Non-Exempt
- **Compensation:** Commensurate with experience, If no experience, starting at \$40/hour
- **Hours per week:** 45 to 60 (more on rare occasions)
- **Travel Requirements:** Yes, but travel expenses are reimbursed (housing, per diem, flights, etc)

Essential Functions:

- Review projects to identify and develop hazard mitigation proposals
- Perform visits to site inspections to identify possible mitigation measures
- Coordinate with various Hazard Mitigation staff and the State Hazard Mitigation Officer

- Provide guidance on the FEMA Sections 404 and 406 Hazard Mitigation Programs
- Assist Technical team with development of benefit cost analysis
- Review benefit cost analysis
- Advise on PWs to ensure to maximize mitigation participation and funding
- Optimize procedures and maintain communication and focus
- Maintain, track cases assigned and provide input where necessary in the data management information system
- Review project work sheets to ensure appropriate mitigation measures are included
- Excellent customer service skill set, ability to listen and facilitate work through completion

Education and Experience (*)Experience preferred but not required):**

- 10+ years of progressive experience as a Hazard Mitigation SME with knowledge in the ability to employ mitigation techniques for land, construction, engineering, and/or hydrology projects
- Significant experience addressing strategic issues in disaster recovery operations that have complex political and programmatic elements
- Experience in FEMA Section 404 & 406

Skills and Abilities:

- Knowledge and skill in applying analytical and evaluative techniques to the identification, consideration, and resolution of a wide variety of grants administration issues and problems
- Significant experience addressing strategic issues in disaster recovery operations including issues that have complex political and programmatic elements
- Excellent oral and written communication skills
- Ability to prioritize and handle multiple projects in a changing work environment
- Ability to work independently and/or on a team
- Strong organizational skills
- Exceptional research skills
- Comfortable interacting with Clients and Client Stakeholders-
- Proficient computer skills: (including MS Word, MS Excel, PowerPoint; Adobe Acrobat Professional)

Working Conditions:

- May require deployment within 24 hours of notification
- May be asked to work irregular/extended work hours
- May work at other locations than assigned TDY
- May require relocating to emergency sites that require functioning under intense physical and mental stress

Commitment to Diversity:

Witt O'Brien's is always looking for the most qualified and experienced professionals with a passion for public safety, emergency management, homeland security, disaster response, and continuity of operations.

We are an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law. www.wittobriens.com.

Additional Key Words Related to Position:

Disaster Recovery Specialist, deployment, FEMA, PW, PW's, Hazard Mitigation, HMGP, Grants, Disaster Recovery, Site Inspections, Emergency Management Consultant, Project Worksheets, 404 or 406, mitigation, planner, preparedness, Stafford Act.