

## Regional Medical Reserve Corps Coordinator

The International Institute of Greater Lawrence (IIGL), acting on behalf of the Region 4A Public Health Emergency Preparedness Coalition, is seeking to hire a Medical Reserve Corps (MRC) Coordinator. This individual will assist local public health within MetroWest Boston (33 communities) in building a self-sustaining, trained, credentialed MRC of volunteers, and will integrate this Corps into local emergency plans. This individual will also identify and coordinate other contracted workers which support the MRC program effort. This individual will promote the Federal, Regional and Local MRC unit. This individual will possess a working knowledge of local and state public health tenets for emergency preparedness, be highly organized, able to multi-task and possess good verbal, written, and electronic communication skills. Volunteer management experience, familiarity with Emergency management, NIMS, ICS and HSEEP is preferred. The selected candidate should be able to work independently with limited supervision and provide their own transportation as there is extensive travel throughout all 33 communities in the Region and must have some availability during evening and weekend hours. This position is (on average) 35 hours/week contracted post at \$32-\$35/hr., no benefits. Ideal candidate should be a Registered Nurse and/or hold a Bachelor's Degree in a relevant field. This contract position is funded through June 30, 2014 with the renewal subject to performance, funding and budget approval. The full Region 4A Medical Reserve Corps Coordinator Job Description may be viewed at the <http://www.region4a-ma.org> website Interested and qualified applicants should mail or email cover letter and resume **no later than August 16, 2013** to: International Institute of Greater Lawrence, Attn: Region 4A MRC Coordinator Search, 125 Amesbury Street, Lawrence, MA 01840 or [iigl4a@verizon.net](mailto:iigl4a@verizon.net)