



EMERGENCY MANAGEMENT DIRECTOR

City of Greeley, Colorado



EXECUTIVE
RECRUITMENT
PROVIDED BY



GREELEY COLORADO

THE COMMUNITY

Geography and Demographics

Established in 1870, Greeley has a population of 112,816 and sits on 49.8 square miles. Greeley's population is projected to increase to over 135,000 residents by 2032 and is expected to grow to more than 200,000 by 2055. According to US Census data, the Greeley metropolitan statistical area (MSA) expanded from 252,825 to 328,981. The 30.1 percent increase makes it the fastest growing metro area in Colorado and the fourth fastest-growing metro area in the country.

The city is 52 miles northeast of Denver and 30 miles east of the majestic Rocky Mountains, near the confluence of the Cache la Poudre and South Platte Rivers. US. Highway 34 and US. Highway 85 run through Greeley, and the city is approximately 20 minutes from Interstate 25 and less than an hour from Denver International Airport.

Economically Diverse

Greeley is the county seat of Weld County and thrives as its education, trade, transportation, cultural, and marketing center. It is one of the top 10 most prosperous and productive agricultural counties in the US. and leads the state of Colorado in oil and gas production. The community enjoys a rich cross-section of cultures and ethnicities from across the globe.

There is a deep commitment to achieving community excellence by fostering economic opportunities, expanding educational partnerships, enhancing quality of life, cultivating community resources, promoting talent and workforce development, enhancing transportation systems, and providing infrastructure to serve Greeley's future. A diverse mix of businesses, including food processing, agricultural innovation, health care, energy, breweries, entertainment, hospitality, and destination shopping, create the city's eclectic and diverse economy and character.



MAJOR EMPLOYERS

JBS USA

Banner Health/Northern Colorado
Medical Center

Greeley-Evans School District 6

University of Colorado Medical Center

University of Northern Colorado

Weld County

State Farm

City of Greeley

TTEC

Chevron

Leprino Foods

THE COMMUNITY continued

Education

Greeley is a natural hub for education. Our city is home to a robust K-12 system, Greeley/Evans School District 6, and several charter and private schools, that nurtures young minds and sets them on the path to success from an early age. Our schools are committed to providing a comprehensive and innovative educational experience, ensuring every student is well-prepared for the future with collaborative local pathways to higher education or trade training.

Beyond K-12, Greeley is proud to host Aims Community College and the University of Northern Colorado. These esteemed institutions offer a wide range of programs and degrees, catering to diverse interests and career goals. Aims Community College is renowned for its innovative, practical, hands-on approach to learning, while the University of Northern Colorado is recognized for its research and academic excellence.

Greeley's connected educational system creates career paths, develops a strong workforce, and empowers our community. Our educational institutions work closely with local businesses and industries, providing students with real-world experiences and opportunities.

Safety

Community safety is the cornerstone to our thriving community and it serves as one of seven key focus areas for the City of Greeley. Our city's safety is not just a priority, it is a commitment. Substantial investments have been directed towards our police and fire departments, emphasizing crime prevention, emergency preparedness, and a variety of public health initiatives. The city's fire department provides fire and EMS from seven strategically located fire stations. Their efficiency is evident in their 81% response rate for all emergency calls within 5 minutes and cardiac save rate that surpasses the national average. The city's police department responds to over 92,000 calls for service annually with an average response time to priority one calls of 6 minutes and 35 seconds.

The city's forward-looking commitment to safety is further exemplified by the forthcoming real-time information center, an innovative approach that will further enhance response times and improve community safety.

Arts & Culture

As one of Colorado's certified Creative Districts, Greeley offers diverse arts, music, and cultural events enjoyed by residents and visitors alike, including performances produced by the University of Northern Colorado's (UNC's) nationally acclaimed College of Performing and Visual Arts, the Greeley Chorale, and the Greeley Philharmonic Orchestra — one of the longest continually operating orchestras west of the Mississippi. The city's Cultural Affairs Division manages the 1,700-seat Union Colony Civic Center, art shows, movies, performances, and the city's public art program. Greeley is home to popular events and attractions such as the Greeley Stampede, Island Grove Park, Union Colony Civic Center, Colorado Model Railroad Museum, Centennial Village, Farmers Market, Weld County Fair, Friday Fest, Monster Day, Multi-Cultural Festival, OktoBREWfest, Greeley Blues Festival, and so much more.





THE COMMUNITY continued

Parks, Recreation & Mountain Access

With a plethora of parks and facilities encompassing over 650 acres, the recreational amenities in Greeley are almost endless. There are golf courses, recreation centers, swimming pools, fields and courts for sports, skate parks, playgrounds, fishing ponds, and picnic areas. Greeley boasts activities for every person ranging from toddlers to active adults. Experience the outdoors, biking and hiking the 21-mile Poudre River Trail throughout the community. As the “front porch” to the Front Range, Greeley presents the opportunity to easily access unique outdoor experiences, from the Pawnee National Grassland to the east to Rocky Mountain National Park to the west.

Accolades

In recent years, Greeley and the Weld County region have been nationally recognized in many ways, including:

- 2nd Fastest Population Growth in the United States (Weld County, 2017))
- 6th Best Place in the United States for First-Time Homebuyers (WalletHub, 2019)
- Top 10 US Cities for New Constructions Homes in 2024 (Go Banking Rates, 2024)
- 8th Most Dynamic Metropolitan Area in the United States (Walton Family Foundation)
- 8th Best Small-Town Real Estate Market Study (WalletHub, 2019)

Community Statistics

- Median income: \$61,492 (2020 Census)
- Median home sales price: \$455,690 (2022)



Mission:

A City Committed to Excellence

Values:

- ▶ Trusted - We are trusted to do the right thing
- ▶ Customer Focused - We center our customers' needs to help them thrive
- ▶ Diverse - We respect and reflect the diversity of our community
- ▶ Problem Solvers - We solve problems with urgency and creativity
- ▶ Collaborators - We work as a team to accelerate success

GOVERNANCE AND ORGANIZATION

Greeley is a home rule city and operates as a council-manager form of government. The City Council is comprised of a Mayor and six City Council members. The Mayor and two members are elected at large and four members are elected by wards. Council members serve staggered four-year terms, with the Mayor serving two-year terms. The City Council sets the policies for the operation of the Greeley government, while the Council-appointed City Manager has administrative responsibilities for city operations.

Major Projects

Major projects recently completed or currently underway include: A recently approved Downtown Greeley master plan that will initiate major investments in public art, road and pedestrian infrastructure, storm water mitigation, redevelopment incentives, and place-making enhancements, which is attracting investment and innovation. A state-of-the-art combined City Council Chambers, Municipal Court, and office building to better serve elected and appointed officials, staff, and the public. The facility provides flexible space while incorporating technology and creative meeting broadcasting. An upscale hotel and conference center located downtown and close to restaurants, shopping, and the Union Colony Civic Center. The hotel serves as a space for visitors, business meetings, and special events year-round. Over 300 new market-rate apartments have been developed in the downtown/university corridor, further increasing the appeal of this area. New restaurants, hospitality, and retail outlets are choosing to locate in every corner of the city. The University of Northern Colorado proposed College of Osteopathic Medicine. The LINC, a state-of-the-art downtown library, innovation center & children's museum, and maker-space.

City Manager

Appointed in January 2022, Raymond C. Lee III serves as Greeley's City Manager. He previously served as the city's Deputy City Manager and before that held positions with the cities of Dallas and Amarillo, Texas. Mr. Lee has an excellent working relationship with a very collaborative City Council.



CITY COUNCIL PRIORITIES

Business Growth

Community Vitality

High-Performance Government

Housing for All

Infrastructure and Mobility

Quality of Life

Safe and Secure Communities

FINANCIALS

2024 budget:

\$311 million

Employees:

Approximately 1,161 full-time employees

Funding:

Greeley relies heavily on voter-approved local sales tax



ABOUT THE DEPARTMENT

The Office of Emergency Management (OEM) ensures that Greeley is an all-hazard, resilient community prepared for a variety of potential types of hazards. The OEM works to improve its capabilities in mitigating against, preparing for, responding to, and recovering from natural and human-caused disasters.

The OEM is a two-person unit located within the Greeley Fire Department. The Emergency Manager, transitioning from reporting to the Fire Chief to reporting directly to the City Manager's Office, leads the OEM and the city's multi-disciplinary Incident Support Team (IST). The IST comprises emergency management specialists from nine city departments and five partner agencies. The Assistant Emergency Manager is the designated training and exercise specialist for the city and is available to help with planning and facilitating disaster event scenarios.

The OEM is responsible for updating the following plans:

- › City of Greeley All-Hazards Emergency Operations Plan (EOP)
- › City of Greeley Continuity of Operations Plan (COOP)
- › City of Greeley Pre-Disaster Recovery Plan
- › City of Greeley Facility Emergency Plan (FEP)
- › Regional Hazard Mitigation Plan (HMP) with Weld County





ABOUT THE POSITION

The Emergency Management Director is a member of the City's Executive Leadership Team and reports directly to the Office of the City Manager. This is an appointed position responsible for the development, implementation, and maintenance of an emergency management system for the City of Greeley.

The Director has broad and extensive authority to determine program priorities, requirements, and procedures to implement and support local, state, and national programs and objectives. The Director ensures compliance with City, state, and federal government rules and regulations. They oversee and prepare the annual operating budget for submission to the Office of the City Manager; coordinate assigned activities with other City Departments and outside agencies; and represent the OEM before the City Council, City departments, county, state, and federal officials, customers, professional associations, and the general public.

This position works to improve the City's capabilities in mitigating against, preparing for, responding to, and recovering from natural and human-caused disasters. The Director will ensure supporting departments know the threats and risks to the jurisdiction, have a plan for emergencies, and are able to function effectively in an emergency and conduct recovery operations following a disaster.

Directing the City's Emergency Operations Center and overseeing the development and implementation of the City's Emergency Operations Plan, Continuity of Operations Plan, Disaster Recovery Plan, and Facility Emergency Plan is part of the Director's responsibility. They also coordinate emergency operations with Weld County government.

Other responsibilities of the Emergency Management Director include:

- ▶ Coordinate, prepare, manage, and deliver emergency plans, exercises, mitigation, and recovery programs.
- ▶ Assist with reports and presentations to City of Greeley partners, City Council, City boards and commissions, and other agencies.
- ▶ Represent the City of Greeley in regional emergency management committees and workgroups.
- ▶ Assist partner agencies as needed through the facilitation and support of emergency and disaster exercises and drills.
- ▶ Provide state and federally certified training in the Incident Command System, Emergency Operations Centers, and numerous other functional/emergency operations-based skills.

ABOUT THE POSITION *continued*

- › Provide internal EOC & Incident Management Support, including assisting local jurisdictions during real-life incidents to assist in coordinating disaster operations and recovery.
- › Share information with partner agencies on state and federal grants to support or grow regional emergency management programs.
- › Manage City of Greeley disaster cost recovery programs.
- › Plan, prioritize, coordinate, and oversee work programs and schedules; review work performance, mentor, and coach; and evaluate assigned staff within the scope of authority in a manner conducive to proficient performance and high morale.



OPPORTUNITIES AND CHALLENGES

The Emergency Management Director will focus on the following opportunities and challenges:

- › Systematically identify and analyze the natural, technological, and human-caused risks and hazards that pose potential threats or risks and significant consequences to the City of Greeley and its citizens.
- › Develop and maintain the Emergency Operations Plan (EOP) to state standards, outlining the roles and responsibilities of government and supporting groups under various emergency contingencies by coordinating the planning of all departments, agencies, and organizations having an emergency mission responsibility or capability. This includes distributing the EOP and educating all involved in their primary duties and responsibilities.
- › Develop a Planning, Exercise, and Training program and a 3-year calendar to allow key stakeholders opportunities to practice directing coordinated operations under simulated emergency conditions.
- › Keep the City Manager's Office fully informed on emergency management activities, including monthly reports on activities, threats, and responses.
- › Work with local officials in the development of a hazard mitigation programs to eliminate or reduce potential hazards.
- › Develop an Emergency Operations Center that incorporates internal procedures and staffing requirements to permit key executives to direct the coordinated emergency response of the local governmental departments and support groups.
- › Develop and maintain a public warning system.
- › Develop and maintain a mass care system.
- › Develop and maintain public emergency management education and training programs.
- › Coordinate with industry to identify chemical hazards and to develop industrial emergency plans and response capabilities through the county's Local Emergency Planning Committee.
- › Prepare, submit, and justify an annual emergency management budget.
- › Secure technical and financial assistance available through state and federal programs.

IDEAL CANDIDATE

The City of Greeley seeks an established or emerging leader in Emergency Management, with a proven ability and a passion to engage staff and the public, to serve as its first Emergency Management Director. The ideal candidate will be able to partner with community stakeholders and collaborate with colleagues, while integrating policy and best practices into high quality service. They will be a visionary, inspiring, and forward-thinking leader who can convene the various interests of the community, the OEM, and City leadership to develop a vision, strategies, clear goals, and actions to guide the future Emergency Management needs of Greeley. This person will be able to change the culture with internal stakeholders to focus on all-hazards emergencies that will affect the community.

The ideal candidate will have the knowledge, skills, and abilities to be a consensus-builder and to bring various groups from around the community and region together toward a common purpose and desired outcome. They will be well-versed in the art of negotiation and compromise in order to coordinate diverse professionals and address emergency situations. They will keep abreast of homeland security, domestic security, and emergency management issues as they evolve on the state and federal level to ensure that the City's homeland security and emergency management plans and procedures are fully compliant with all requirements and best practices in the discipline.

Highly developed management and technical skills, as well as polished communications and presentation skills, are necessary for the chosen candidate. The Director will have an unblemished record of personal and professional integrity. They will be able to perform well under pressure, managing and meeting multiple deadlines with efficiency and resourcefulness. The Director will have exceptional interpersonal skills to develop and maintain a high level of trust with the City staff, elected officials, the public, and local, state, and federal agency partners.

The successful candidate will be able to maintain and promote effective working relationships with coworkers, the public, elected officials, and other agencies. Excellent conflict resolution skills and the ability to manage controversial situations is vital to this role. A high level of business acumen and systems thinking is necessary. The ideal candidate will also have excellent written, verbal, and interpersonal communication skills and be able to exhibit presence in key meetings, tailor their communication style to diverse audiences, and present complex information in a clear, concise, and understandable manner. An individual who demonstrates the highest levels of personal and professional ethics and behavior and who leads by commitment, example, and ethical standards, both on and off the job, is highly desired.



EDUCATION AND EXPERIENCE

This position requires a bachelor's degree in emergency management, fire protection, fire science, public administration, or a related field, plus a minimum of five years' experience in emergency management, emergency preparedness, homeland security, or a related field. At least two years of experience in a management-level capacity is required. An equivalent combination of education, training, and experience sufficient to successfully perform the duties and responsibilities of the position will be considered.

Required qualifications include:

- › Experience working in an Emergency Operations Center (EOC) or Incident Command Team (IMT).
- › Certification as a Certified Emergency Manager (CEM) through the International Emergency Management Association, or the ability to obtain within 24 months of employment.
- › NIMS Certifications: IS 100, 200, 300, 400, 700, 701, 706 and 800.
- › NIMS ICS Instructor Certification: IS 449
- › Obtain and maintain a valid Colorado State driver's license and a good driving record as identified in City policy.

Preferred qualifications include:

- › Master's degree in emergency management, public administration, planning, business management, or a related field.
- › Certification as a Certified Emergency Manager (CEM) through the International Association of Emergency Managers.
- › Certification as a Colorado Certified Emergency Manager through the Colorado Emergency Management Association.
- › Knowledge of security vulnerability assessment of critical infrastructure.



COMPENSATION AND BENEFITS

The hiring range for this position is \$147,500-\$165,900, with an overall salary range up to \$206,500 dependent on qualifications and experience. The City of Greeley offers comprehensive medical, dental, and vision benefits and life insurance, 401(k), paid time off, 13 paid holidays, and a wellness program.



APPLICATION PROCESS

[Please apply online](#)

For more information on this position contact:

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910-261-6681



The City of Greeley, Colorado, is an Equal Opportunity Employer that does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information or any other status protected by law or regulation. Applicants selected as finalists will be subject to a comprehensive background check.

RESOURCES

City of Greeley
greeleygov.com

MyGreeley - A Story Best Lived
mygreeley.com

Greeley Economic Development
greeleycodevo.com
youtube.com/watch?v=0qRDf6KoXNI

Greeley Chamber of Commerce
greeleychamber.com

Imagine Greeley Comprehensive Plan
greeleygov.com/services/lrp/imagine-greeley

City of Greeley Recruitment Video
youtube.com/watch?v=_IMQ3z9-PtQ

