

**NYC EMERGENCY MANAGEMENT  
CITYWIDE JOB VACANCY NOTICE**

Civil Service Title: **EMERGENCY PREPAREDNESS SPECIALIST**  
Title Code No.: **06766**  
Salary: **\$90,000**  
Office Title: **METEOROLOGIST**  
Division/Work Unit: **STRATEGY AND PROGRAM DEVELOPMENT**  
Work Location: **165 CADMAN PLAZA EAST BROOKLYN, NY 11201**  
Hours/Shift: **9 – 5/M – F**  
Number of Positions: **1**

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**ABOUT NEW YORK CITY EMERGENCY MANAGEMENT**

New York City Emergency Management (NYC EM) helps New Yorkers before, during, and after emergencies through preparedness, education, and response. NYC EM is responsible for coordinating citywide emergency planning and response for all types and scales of emergencies. We are staffed by more than 200 dedicated professionals with diverse backgrounds and areas of expertise, including individuals assigned from other City agencies.

The Watch Command unit monitors citywide radio frequencies; local, national, and international media; and weather forecasts 24 hours per day, seven days per week. They function as the central notification point for NYC, transmitting notifications to agencies and Notify NYC messages. Watch Command also dispatches Citywide Interagency Coordinators, deploys the Interagency Communications Vehicle and in support of incident command, dispatches assets, subject matter experts and request additional agency support when necessary.

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**JOB DESCRIPTION**

The City of New York is susceptible to a broad range of weather hazards including, but not limited to, flash flooding, heat waves, coastal storms, winter weather, and severe convective events. In order to enhance the City's emergency readiness efforts, NYC EM is seeking a highly trained, skilled, and experienced meteorologist to support on-going situational awareness and analysis of near-term weather threats, provide decision support to agency and City leadership during weather emergencies, provide real-time information during responses to non-natural emergencies, provide expert support on weather hazards for emergency planning, and conduct research and analysis into weather and climactic hazards.

Job responsibilities include but are not limited to:

- Integrating and analyzing meteorological data from a variety of government and non-government sources at both the synoptic and meso-scale levels in order to produce New York City-specific forecasts on current and short-term (1-3 days) and medium term (5-7 days) weather threats.
- Producing written and graphical reports, presentations, and briefing documents for NYC EM leadership, City leadership, and partner agencies to provide situational awareness and support operational decision-making.
- Regularly consult with meteorologists from the National Weather Service, partner organizations, and contracted vendors to understand forecast variability and, to the maximum extent possible, resolve questionable or conflicting data in order to develop the "best available" forecast.
- Maintain a deep understanding of all National Weather Service products, services, data sources, hazard definitions, and tools with a particular focus on those that are relevant to New York City including, coastal flooding, areal flooding, flash flooding, wind, NEXRAD/Doppler Radar, tropical products, hysplit and other dispersion models, winter precipitation, heat index, and convection.
- In concert with federal centers including the National Atmospheric Release Advisory Center (NARAC) and the Interagency Modeling and Atmospheric Assessment Center (IMAAC), support analysis and decision making during non-natural events, including CBRNE events.
- Clearly and concisely communicating weather hazard, potential impacts, uncertainty/confidence level, and associated information to a broad range of audiences including senior leadership, agency partners, and the media.
- During active weather events, support NYC EM and agency partners by providing real-time updates on the weather situation (e.g., snow bands, thunderstorms, squall lines, convection, tornadic activity, coastal flooding, wind gusts, etc.).
- Support on-site weather monitoring and decision-making during large-scale special events including, but not limited to, concerts, parades, and other festivals.
- Support NYC EM and other City agencies with weather/climatic research to inform the development of emergency plans, protocols, and mitigation projects including the City's Hazard Mitigation Plan and Hazard History and Consequence Tool.
- Using the best-available data, research and produce synoptic-level outlooks on seasonal weather threats/patterns.
- Develop and deliver trainings on weather hazards, forecast methods, climate, and related topics to broad audiences.
- Works on special projects as needed.

The selected candidate will support Emergency Operations Center teams and will be expected to work non-business hours during emergencies. He/she will participate in drills and exercises, assist with Ready NY presentations to external groups, and will undertake special projects as assigned.

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### QUALIFICATION REQUIREMENTS

1. A master's degree from an accredited college in emergency management, public administration, urban planning, engineering, economics, political science, the physical sciences or related field and one year of satisfactory full-time professional experience in one or a combination of the following: emergency management, fire or police or military service, public safety, public health, public administration, urban planning, engineering, or another specialized area to which the appointment is to be made; or
2. A baccalaureate degree from an accredited college and two years of satisfactory full-time professional experience in the areas listed in "1" above; or
3. A four-year high school diploma or its educational equivalent approved by a state's department of education or a recognized accrediting organization and six years of satisfactory full-time professional experience in the areas listed in "1" above, at least two years of which must have been in one of those areas, or another specialized area to which the appointment is to be made.

**NOTE:** *New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.*

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### PREFERRED SKILLS

- Strong written and verbal communication skills
- Excellent analytical and organizational skills
- Proficiency with Microsoft Outlook, Word, Excel, Visio; Project; and Power Point
- Ability lead and serve as an effective member of a project team
- Strong analytical skills (both qualitative and quantitative)
- Comfortable with public speaking and executive briefings
- Possession of a valid driver's license and the willingness to drive
- Discretion and ability to maintain confidentiality
- Deep understanding of NYC operations and agency core competencies related to emergencies.
- An advanced knowledge of theoretical meteorology including dynamics of the atmosphere, mesoscale meteorology, and the application of computer methods of numerical weather prediction and analysis.
- Extensive training and experience in operational meteorology or an advanced level of knowledge of applied meteorology equivalent to several years of forecasting experience.
- Knowledge of the principles and theories of hydrology and hydrological characteristics of New York City's coastal waterways.
- Knowledge of applied research methods and data management techniques to support the interpretation and application of academic research to New York City.
- In-depth knowledge of forecast models and ensembles for New York City-specific hazards including, but not limited to, the ECMWF, GFS, FV3-GFS, NAM, NAVGEM, EPS, GEFS, GDPS, HWRF, HWRF-P, HMON, and CFS.

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### To APPLY

**Current City Employees:** Apply via Employee Self-Service (ESS). Go to Recruiting Activities→Careers and search **Job ID# 393301**

**Non-City Employees/External Candidates:** Apply via NYC Careers. Go to [www.nyc.gov/careers/search](http://www.nyc.gov/careers/search) and search **Job ID# 393301**

**NOTE: ONLY THOSE CANDIDATES UNDER CONSIDERATION WILL BE CONTACTED.**

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| <b>POSTING DATE:</b><br>05/02/2019 | <b>POST UNTIL:</b><br>FILLED | <b>JVN:</b><br>019/17/529 |
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**-AN EQUAL OPPORTUNITY EMPLOYER-**  
Special accommodations will be provided for persons with disabilities