

BOROUGH OF MATAWAN
PART-TIME EMERGENCY MANAGEMENT POSITIONS

The Borough of Matawan is seeking qualified individuals to serve in the following part-time Emergency Management roles, supporting the Borough's preparedness, response, recovery, and mitigation efforts in coordination with county, state, and federal partners.

Emergency Management Coordinator (EMC)

Compensation Range: \$500 to 15,000 annually

Status: Part-Time

The Emergency Management Coordinator serves as the Borough's lead official for emergency preparedness and response, overseeing emergency planning, training, exercises, and coordination during declared or potential emergencies. This position works closely with public safety officials, department heads, and external agencies to ensure readiness and compliance with state and federal emergency management requirements.

1st Deputy Emergency Management Coordinator

Compensation Range: \$500 to 10,000 annually

Status: Part-Time

The 1st Deputy Emergency Management Coordinator assists the EMC in planning, preparedness, training, and emergency operations, and serves as acting coordinator in the absence of the EMC. This role supports coordination with first responders and partner agencies during emergencies and exercises.

2nd Deputy Emergency Management Coordinator

Compensation Range: \$500 to 5,000 annually

Status: Part-Time

The 2nd Deputy Emergency Management Coordinator provides additional support to the EMC and 1st Deputy, assisting with emergency planning, documentation, training support, and emergency response activities as needed.

How to Apply:

Interested candidates should submit a letter of interest and resume to employment@matawanborough.com.

All Application materials are deemed confidential to the extent permitted by applicable law. The Borough of Matawan is an Equal Opportunity Employer.