

## **Lewiston-Auburn 9-1-1 Emergency Communications Center**

### **9-1-1 Communications Director**

The Lewiston-Auburn 9-1-1 Emergency Communications Center is accepting resumes for the 9-1-1 Communications Director position. The Lewiston-Auburn 9-1-1 Emergency Communications Center is one of the largest and busiest Public Safety Answering Points and Dispatch Centers in Maine, handling more than 115 inbound 9-1-1 calls per day and more than 100,000 calls for service each year. It is the only accredited PSAP in the state, and one of less than 100 CALEA-accredited communications agencies nation-wide. LA9-1-1 provides police, fire and EMS dispatching services for both Lewiston and Auburn and the town of Poland. The Center operates with 16 full time line dispatchers, six supervisors and two part time employees, and a support staff of two IT personnel, an administrative clerk and the Director. The Center's current annual budget is \$2.1M. The 9-1-1 Director works under the general direction and supervision of the Lewiston –Auburn 9-1-1 Committee and is responsible for all the Center's administrative and operational functions, including all personnel management, operational and administrative policy creation, review and revision, adherence to guidelines and practices as set forth by the state of Maine, and the licensure of all employees and the Center. The 911 Director is responsible for planning, directing, coordinating, and staffing all agency activities and the training of its personnel, preparation and management of the agency's annual budget and for maintaining the Center's accreditation.

A bachelor's degree with 3 to 5 years of PSAP management experience is desired, as well as certifications/qualifications in public safety dispatching, experience in labor relations, contract negotiations and CALEA accreditation. Final candidates will be expected to undergo an extensive background investigation. A combination of education, training and experience will be considered.

Application packages should include a letter of intent, a resume and salary requirements to: Chief Phil Crowell, Chair of the Selection Committee, Auburn Police Department 60 Court St., Auburn, Maine, 04210 or to [pcrowell@auburnmaine.gov](mailto:pcrowell@auburnmaine.gov). Application review will begin immediately and will continue until position is filled.

**The Lewiston-Auburn 911 Communications Center is an Equal Opportunity Employer**