

## FOUR COUNTY NUCLEAR SAFETY COORDINATOR

DISTINGUISHING FEATURES OF THE CLASS: Under the supervision of the chairman of the Four County Nuclear Safety Committee, an incumbent of this class is responsible for the coordination of various activities within and among the Counties of Putnam, Orange, Rockland and Westchester as they pertain to Emergency Response Planning at the Indian Point Energy Center in Buchanan, New York. Activities include coordinating, monitoring, and participating in a program intended to identify, develop and project those interests that are common or mutually advantageous to all levels of government in support of the Indian Point Radiological Emergency Preparedness Plan (REP), with particular emphasis on the plans for Four County Nuclear Safety Committee (Orange, Rockland, Putnam and Westchester). Entergy funds this position on an annual basis. Appointment to this position is made at the pleasure of the Chairman of the Four County Nuclear Safety Committee, currently the County Executive of the County of Westchester. Frequent contacts will occur with key officials and individuals at the Federal, State, and local levels as well as with various interest groups and the public. Assistance will be offered to all County Departments upon request. Supervision is not a regular responsibility of this class.

### EXAMPLES OF WORK: (Illustrative Only)

Coordinates the activities of the governments of the Counties of Orange, Putnam, Rockland and Westchester with the New York State Office of Emergency Management, and Entergy in support of the Indian Point Radiological Emergency Preparedness (REP) Plan;

Arranges and conducts periodic meetings of the Four County Executives, Emergency Management Directors, Radiological Emergency Preparedness Coordinators and others (as required) on topics of mutual interest;

Conducts periodic meetings with the nuclear power Utility's executives, radiological emergency preparedness/management staffs and with County level departments, and maintains a system of information interchange;

Apprises all interested members of the status of the Indian Point Radiological Emergency Preparedness Plans and Four Counties;

Coordinates the efforts of the Four Counties, and of the nuclear power Utility with the New York State Office of Emergency Management (NYSOEM) to secure/maintain 44CFR350 Certification for the Indian Point REP Plan;

Maintains communications among the Four Counties, NYSOEM, the nuclear power Utility and the Federal Emergency Management Agency (FEMA);

Coordinates and supports the "Chapter 708" Radiological Emergency Preparedness Budget submissions of the Seven "Nuclear" Counties (Monroe, Orange, Oswego, Putnam, Rockland, Wayne and Westchester) in the New York State Budget process;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd)

Coordinates the activities of the (Federal Communications Commission, State Emergency Communications Committee), Local Emergency Communications Committee (LECC), the Four County Nuclear Safety Committee, and Entergy to implement the Emergency Alerting System (EAS) in support of the Indian Point REP Plan.

Represent the Chairman of the Four County Nuclear Safety Committee (the Westchester County Executive) at various meetings, conferences and hearings as requested;

Participates in meetings of the New York State Nuclear Safety Power Pool.

DESIRABLE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of public administrative/management practices and procedures; knowledge of government operations and their functions; ability to coordinate multi-government functions; ability to communicate effectively and tactfully both orally and in writing; ability to establish and maintain effective working relationships with top level officials; sound judgement; physical condition commensurate with the requirements of the position.

DESIRABLE ACCETABLE TRAINING AND EXPERIENCE: Graduation from a standard high school course or possession of a high school equivalency diploma and either (a) a Bachelor's Degree\* from a recognized college or university and four years of public administration or management experience; or (b) an Associate's Degree\* and six years of experience as stated in (a).

\*SPECIAL NOTE: Education beyond the secondary level must be from an institution accredited or recognized by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.