

FORD COUNTY, ILLINOIS

RESOLUTION 26- 34

**RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE FORD COUNTY
EMERGENCY MANAGEMENT AGENCY COORDINATOR**

WHEREAS, the Ford County Board is authorized to establish and maintain an Emergency Management Agency pursuant to the Illinois Emergency Management Agency Act, 20 ILCS 3305/10; and

WHEREAS, the Ford County Emergency Management Agency is responsible for coordinating emergency preparedness, mitigation, response, recovery, homeland security, and disaster operations within Ford County, Illinois; and

WHEREAS, the Ford County Board finds it necessary and appropriate to formally establish and approve a comprehensive job description for the position of Ford County Emergency Management Agency Coordinator; and

WHEREAS, the job description is intended to define the duties, responsibilities, qualifications, authority, and expectations associated with the position in accordance with applicable Illinois law, emergency management standards, and county operational needs; and

WHEREAS, the Ford County Board has reviewed the proposed job description and finds it to be in the best interests of Ford County.

NOW, THEREFORE, BE IT RESOLVED by the Ford County Board, Ford County, Illinois, as follows:

Section 1.

The Ford County Board hereby approves and adopts the attached "Ford County Emergency Management Agency Coordinator Job Description" as the official job description for the position of Ford County Emergency Management Agency Coordinator.

Section 2.

The approved job description shall be maintained by the Ford County Board Office and utilized for recruitment, hiring, performance evaluation, administration, and operational oversight of the position.

Section 3.

The Ford County Board Chairperson, County Board Office, and any authorized county officials are hereby authorized to utilize the approved job description in advertising, interviewing, appointing, and administering the position.

Section 4.

The job description may be amended from time to time by further action of the Ford County Board as deemed necessary to comply with applicable law, operational standards, or county needs.

Section 5.

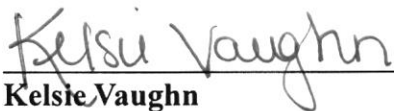
This Resolution shall take effect immediately upon its passage and approval.

PASSED AND ADOPTED by the Ford County Board, Ford County, Illinois, this 8th day of June, 2026.



Chase McCall
Chairman, Ford County Board

ATTEST:



Kelsie Vaughn
Ford County Clerk & Recorder