HOPE worldwide, is seeking an experienced and compassionate Manager of Disaster Response. The successful candidate will be responsible for supporting the Senior Director of Disaster Response in the execution and coordination of HOPE worldwide’s Global Disaster Response programs. We are looking for a relational and strategic professional who will fit with our collaborative culture. We are a company that has a mission to inspire greater hope in our world; if you have a similar vision, then we want you to apply.

**Position Title:** Manager, Disaster Response  
**Requisition #:** 2022-07  
**Supervisor:** Senior Director, Disaster Response  
**Effective Date:** July 1, 2022  
**Status:** Full-time  
**Location:** Atlanta, GA

**Job Summary**
- Assist Senior Director, Disaster Response with technical assistance, response and relief operations principally in the western hemisphere.
- Develop and implement disaster preparedness programs utilizing volunteers.
- Actively monitor disaster occurrences within the geographic region.
- Assist with disaster assessments with HOPEww U.S. Chapters and HOPEww member organizations.
- Coordinates logistics for in-kind donations for disasters in the region.

**Primary Relationship**
- The position has primary working relationships with the following: Senior Director, Disaster Response; Manager, U.S. Chapter Relations; Manager, Marketing; and Manager, U.S. Youth Programs.
- Outside the organization, the position is part of the HOPEww delegation to the NVOAD and is an active member of selected state VOAD’s.
- Maintain working-level relationships with disaster response partners when deployed.
- This position must develop strong working partnerships with local HOPEww chapter leaders and the local ICOC congregation staff in disaster-stricken areas.

**Principle Accountabilities**

*Disaster Cycle*
• Assist the Senior Director with assessing, planning, and implementing disaster responses in the global context principally focusing on the western hemisphere.
• Plan, develops, and implements North American disaster preparedness programs.
• With the marketing team, develops preparedness messages and disaster program communications.
• Coordinate Monitoring, Evaluation, Assessment and Learning activities for Global Disaster Programs.
• Assist in data collection and reporting for grant-funded disaster activities.
• With approval of the marketing team, manages social media activities for the disaster program.

Planning and Budgeting
• Ensure that disaster expenditures are monitored and reported in a timely manner.
• Assist with budget development for disaster programs.

Volunteer Management
• Ensure use of Volunteer Hub across all disaster activities that utilize disaster volunteers.
• Encourage youth development through mentoring youth interested in Disaster Response or Emergency Management activities.

Required Qualifications
• Member in good standing with the local ICOC congregation.
• Associate’s or Bachelor’s degree in Emergency Management, Public Safety Management, or equivalent.
• Minimum of 2 years’ experience in Disaster Response/Relief, Emergency Management, Public Safety (Fire, EMS, Police) or equivalent.
• Willingness to work in challenging disaster areas in difficult conditions.
• Strong creative, strategic, analytical, organizational, and personal development skills.
• Awareness, sensitivity, and experience in working with various global contexts and cultures.
• Computer literacy in Office 365.
• Strong oral and written communications skills.
• Ability to manage multiple projects at a time.
• Out-of-town, overnight travel.
• Experience working with volunteers.
• Working knowledge of various social media platforms.
• Vision and willingness to engage in professional development activities to raise up to higher positions within HOPEww.
Other Requirements

- FEMA courses ICS 100, 200, 700.
- Current driver’s license. Commercial driver’s license preferred but not required.
- Experience with driving heavy-duty pickup and trailer towing.

Benefits

- Eligible for full benefits package (medical, vision, dental) + retirement benefits (plus matching!)
- Fantastic paid time off package (includes vacation, sick and holidays)
- Up to five days per year paid time off to volunteer for HOPEww programs
- Serve, love and work with people around the world to inspire greater hope

Apply

Please send resume and cover letter to hr@hopeww.org.

About HOPE worldwide

HOPE worldwide is an international charity that changes lives through the compassion and commitment of dedicated staff and volunteers to deliver sustainable, high-impact, community-based services to the materially poor and needy. Today HOPE worldwide serves more than 1.5 million people annually on every inhabited continent. After 30 years, HOPE worldwide continues to be an organization dedicated to serving, teaching, healing and loving communities made vulnerable due to poverty, disease or disasters. Together we can inspire greater hope in our world.

To learn more about HOPE worldwide visit hopeww.org. Connect on Facebook, Instagram, YouTube, LinkedIn, Twitter and TikTok for the most current news on programs around the world.