



Job Title: Director for DESCOM- Des Moines County Communications.

Employer: Des Moines County DESCOM Control Board

Location: Des Moines County

DESCOM- The Des Moines County Public Safety Answering Point is seeking an Executive Director. This role is an essential component for public safety and local government in Des Moines County.

The Executive Director of DESCOM (Des Moines County Emergency Services Organization) in West Burlington, Iowa, serves as the administrative and operational head of Des Moines County's sole 911 Public Safety Answering Point (PSAP). The Director operates under the general direction of the DESCOM Control Board and oversees emergency communications dispatch, manages the operating budget, and coordinates with local police, fire, and EMS.

Core Responsibilities

- **Strategic Leadership:** Directs daily operations, establishes emergency protocols, and ensures compliance with state and federal standards via the Iowa Department of Homeland Security and Emergency Management and Iowa Code 34A. Plans, develop, implements and coordinates emergency communication policies and procedures to ensure accurate and efficient 9-1-1 call processing and dispatching of emergency services to the general public.
- **Financial Management:** Prepares, manages, and executes the annual departmental budget in coordination with the DESCOM Control Board. Pursues relevant grant opportunities and oversees purchasing.
- **Personnel Leadership:** Recruits, trains, provide leadership, and evaluates dispatch staff. Fosters a healthy work culture and manages collective bargaining or union contracts where applicable.
- **Stakeholder Collaboration:** Represents DESCOM's interests and operations, and is responsive to the Control Board, Advisory Board, and all public safety entities operating in Des Moines County.

Qualifications

- Ability to develop knowledge of local, state, and federal laws and regulations pertaining to the operation of a Public Safety Answering Point.
- Ability to establish and maintain effective working relationships.

- Exercise good judgement in evaluating situations and making decisions under pressure.
- Have a positive and professional demeanor with excellent verbal and written communication skills.
- Regular and predictable attendance at a specific location to perform essential duties and be available to respond to active emergencies outside of normal working hours.
- Proficiency in computer software applications, with strong knowledge of Computer-Aided Dispatch (CAD) systems, NG911 infrastructure, and standard operating procedures, and the ability to learn and utilize additional software applications specific to public safety and local government functions.
- **Education:** A degree in Public Administration, Emergency Management, Business Administration, or a closely related field. Relevant work experience can substitute for education requirements.
- **Experience:** Progressively responsible management experience in a 911 communications center or closely related public safety field, including direct supervisory experience.

Requirements

- Must possess and maintain a valid driver's license.
- Must successfully pass a comprehensive criminal background investigation and psychological evaluation.
- Residency within or willingness to relocate within a commutable distance of Des Moines County.

Compensation

- The annual salary for this position has a current top pay of \$82,492. Starting pay will be based on ability and experience.
- Family Health and Dental Care Plan with 93% of plan premium paid by the employer
- Annual longevity payments ranging from \$350 - \$1000
- 10 paid holidays per year and paid vacation based on years of service
- Paid sick leave
- IPERS defined benefit pension plan with a 9.44% contribution by the employer and 6.29% contribution by the employee

How to Apply:

Applications can be found online at:

https://desmoinescounty.iowa.gov/files/descom/employment_application_descom_85935.pdf

Completed applications, with resume attached, may be submitted electronically by email to loganj@westburlingtoniowa.org, or sent by mail or dropped off at:

West Burlington Police Department
c/o Chief Jesse Logan- Chair- DESCOM Advisory Board
122 Broadway St
West Burlington, Iowa 52655

All applications with resumes must be received by August 7, 2026, at 4 pm.