

Loudoun County



V I R G I N I A

Loudoun County is seeking an

OFFICE DIRECTOR

**Emergency Management,
Safety, and Security**



About the Community

Located in northern Virginia, approximately 45 minutes northwest of Washington, D.C., Loudoun County is a growing and thriving community of approximately 447,000 residents (2024 est.), surrounded by the Blue Ridge Mountains and the Potomac River. Loudoun County is the third-largest county in Virginia.

The eastern part of Loudoun County is mainly suburban in character, and western Loudoun is home to a thriving rural economy integrated into a picturesque countryside with horse farms and equestrian facilities. Loudoun's towns are known for their historic charm with downtown shopping districts that have restored buildings from the 1800s. Residents and visitors alike enjoy the outdoors, cultural amenities, and award-winning wineries and dining options.

Loudoun County is an innovative, globally competitive community with a favorable business environment, exceptional quality of life, and strong sense of community. The County is home to Dulles International Airport, which serves nearly 25 million passengers annually, and the expansion of the D.C. Metrorail into the County facilitates transit-oriented, mixed-use developments with new residential and entertainment options and convenient travel into and around the Washington, D.C. area.

Loudoun County by the Numbers

- ~447,000** Number of County residents
- \$701,000** Median value of owner-occupied housing units
- \$178,707** Median household income
- \$6.9 billion** FY 2025 County budget
- 64%** Share of County residents with a bachelor's degree
- 20** Hiking, walking, biking, and equestrian trails
- 50+** Wineries and tasting rooms

Sources: loudoun.gov, visitloudoun.org



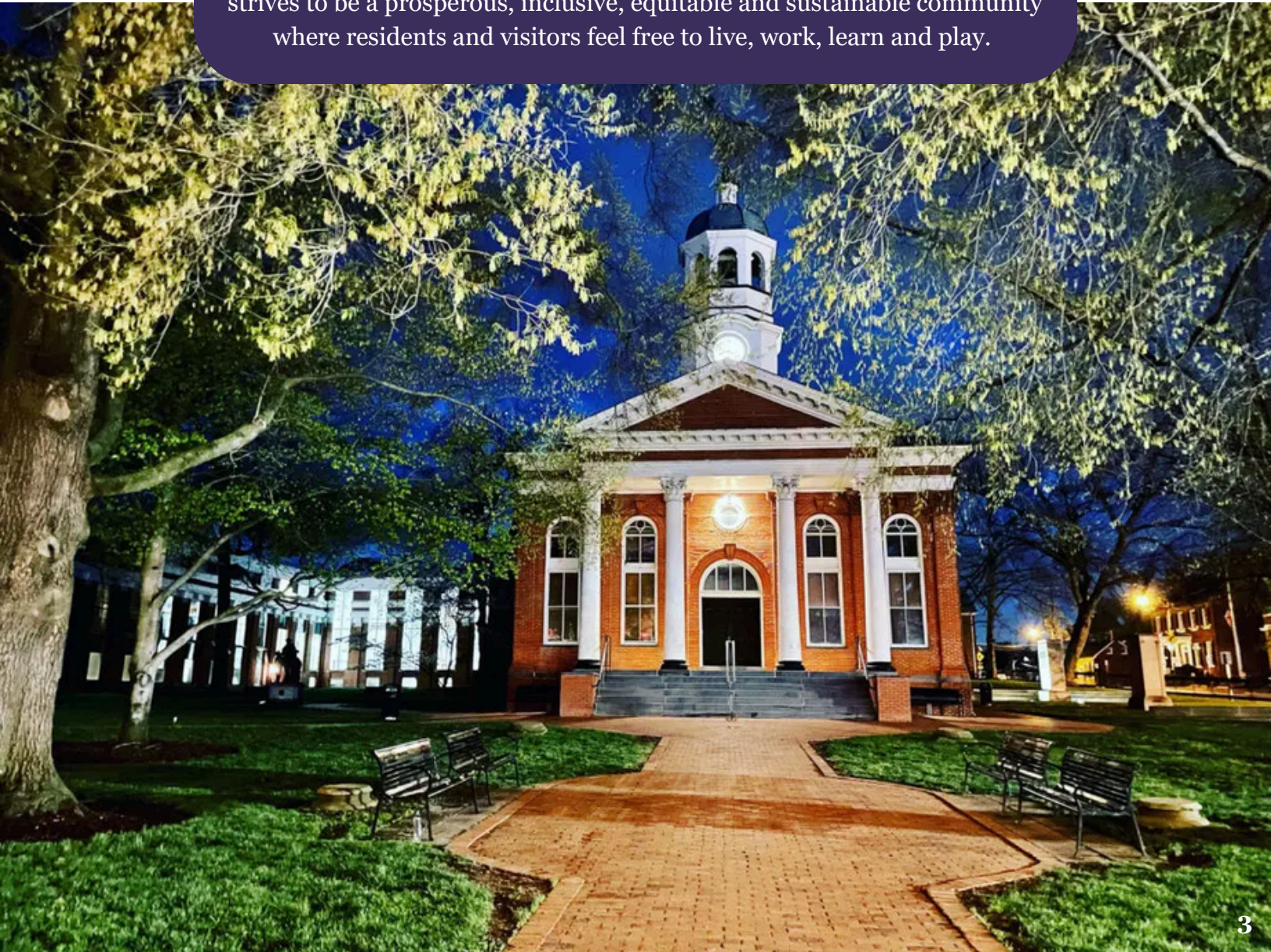
About Loudoun County Government

Loudoun County operates under a traditional Board-Administrator form of government, with a nine-member elected **Board of Supervisors** (Board) serving as the governing body. The Chair of the Board is elected at large, and the other Supervisors are elected from each of the eight election districts with each member serving a four-year concurrent term. The Board is responsible for enacting laws, setting policies, approving the budget for County services, and appointing residents to several boards, authorities, and commissions.

The County Administrator is appointed by the Board and serves at the pleasure of the Board, carrying out the Board's adopted policies, directing business procedures, and overseeing day-to-day operations and activities of all County departments.

Loudoun County Vision

While appreciating and acknowledging our rich history, Loudoun County strives to be a prosperous, inclusive, equitable and sustainable community where residents and visitors feel free to live, work, learn and play.



About Loudoun County Government

Loudoun County employees share a true appreciation for the dynamic nature of the community they serve and a passion for ensuring Loudoun remains a great place to work, live, play, and thrive. Employees of the County enjoy working in a fast-paced, collaborative, and inclusive environment, and appreciate the County's emphasis on maintaining a diverse, equitable, inclusive, and respectful

workplace. As the community continues to experience growth, the County offers new and seasoned professionals the opportunity to work on challenging projects, emerging issues, and innovative solutions. When asked, employees of Loudoun County Government are clear about why they have chosen Loudoun as their employer:



The people they work with

The community they serve

The opportunity to do new and innovative things

Loudoun County Government is an organization of individuals who choose to dedicate their talents, education, and experiences to making a difference in the community. Loudoun is characterized by a strong organizational culture that values teamwork, community, and innovation.

Forbes

2025

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BEST LARGE EMPLOYERS

POWERED BY Statista

The Loudoun County government has been included in Forbes magazine's ranking of America's Best Large Employers for 2025. This designation recognizes the County's commitment to creating a culture where employees can thrive based on various factors, which include atmosphere, salary, diversity, working conditions and workplace environment.

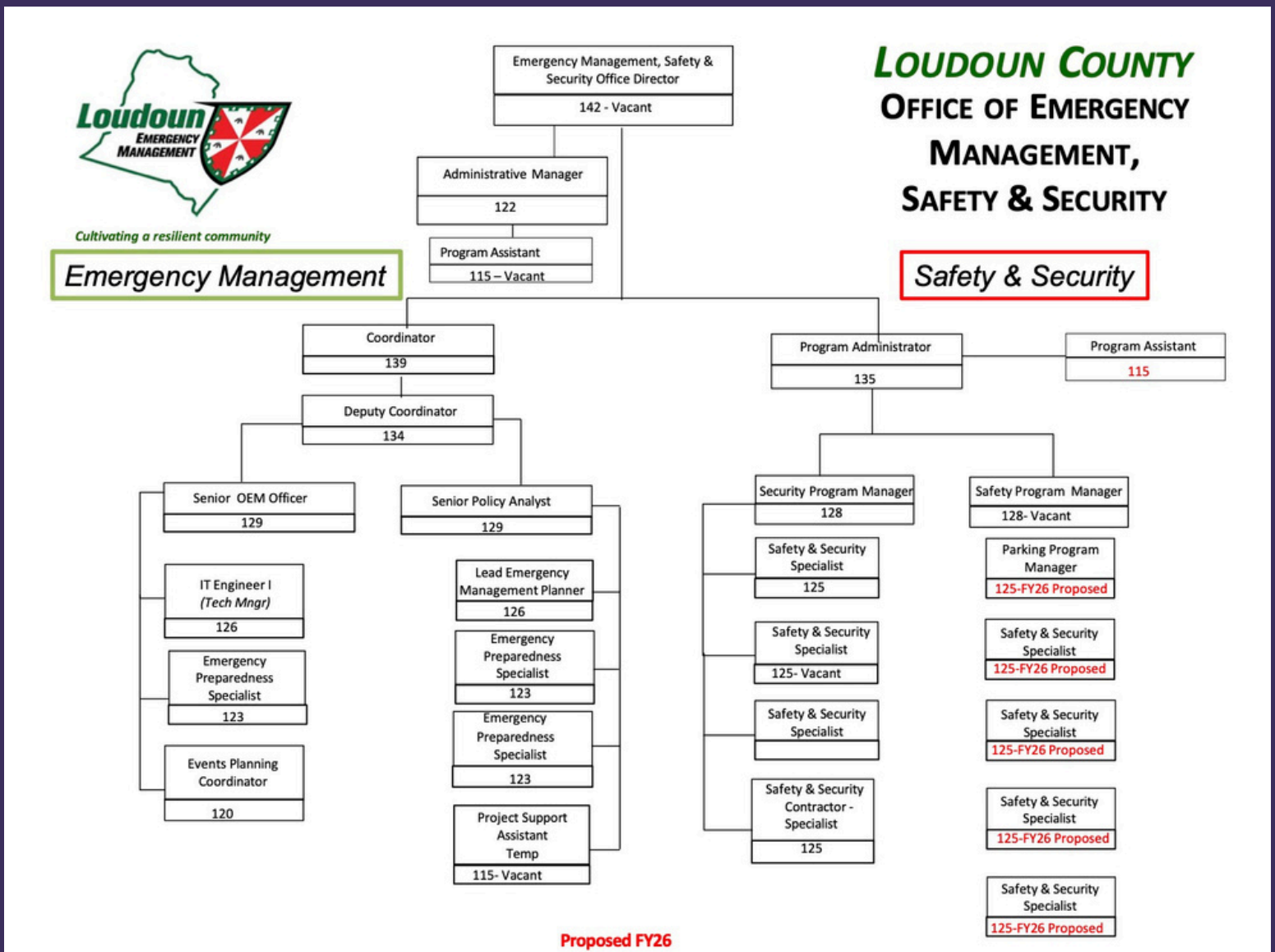
Loudoun County



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About the Office of Emergency Management, Safety, and Security

Emergency Management, Safety, and Security is an Office within the larger Office of the County Administrator. This Office brings together functions related to emergency management, training and exercise as well as responsibility for the County's security posture and training program safeguarding county property, staff and customers in County facilities. The Office Director is responsible for leading a group of professionals who are dedicated to crafting and carrying out long- and short-term planning and training activities in these areas in addition to operationally ready response during times of emergency. The Office Director is responsible for the Office's compliance with federal, state and county laws, ordinances, regulations, and processes regarding these areas and for active communication and collaboration with key stakeholders such as law enforcement agencies, fire and rescue, Virginia Department of Emergency Management, Loudoun's towns, and Loudoun County Public Schools, among others.



About the Office Director

The Position

Loudoun County is seeking a goal-oriented strategic thinker to lead and direct the County's emergency management, preparedness and corporate safety and security functions as the Office Director, Emergency Management, Safety, and Security.

As part of the County Executive's leadership team, the Office Director will report directly to the Senior Deputy County Administrator. Key responsibilities include guiding and advising on strategies to improve the County's corporate security program, safety training and coordination and its ability to manage emergency situations effectively. The Office Director will oversee the office's operations and manage a \$4.8 million budget. This includes managing the Office's 19 positions and programs including, countywide threat, hazard and resilience planning, planning and logistical support for significant emergency and security events, community outreach and education, occupational health and safety, and operational security coordination and policy.



About the Office Director

The Position

The Office Director effectively and professionally manages the production of information and data related to all aspects of the programs, services, training and contracts within the Office's purview. The Office Director responds to inquiries and concerns related to emergency management and security with sensitivity to managing sensitive security information and/or political dynamics, effectively communicating with stakeholders, both internal and external.

The ideal candidate will have a proven track record of providing expert guidance on and development of policies, processes and procedures related to all areas of emergency management, corporate security and workplace safety.

The County seeks a collaborative leader who promotes appropriate decision-making at all levels and supports the development of a culture that values equity and inclusion and motivates staff to achieve results. Collaboration will be essential as the Office Director will work with the Office of the County Administrator, the Board of Supervisors, other County departments, state agencies, and both public and private partners to advance the County's emergency management capabilities and a robust internal safety and security program.



About the Office Director

Desired Skills

The ideal candidate will have experience leading an emergency management and/or corporate security program or division, or similar organization in a fast-paced environment with a proven track record of strong leadership abilities. They should be fair, patient, and humble while excelling in delegating tasks, providing clear direction, and ensuring follow-through on commitments. The role requires availability to attend evening Board of Supervisor meetings as well as special events as needed. This position provides a critical emergency role and as such would be required to respond to emergency events.

To be successful in this role, the ideal candidate will:

- Be a collaborative, confident, and creative problem-solver with extensive emergency management and/or security experience.
- Bring demonstrated success and fresh solutions to Loudoun County's complex preparedness, planning and security.
- Adapt quickly to Loudoun County and the region's dynamic environment and work well with multiple stakeholders.
- Possess both long-term strategic vision and the ability to execute short-term actions that move toward achieving defined goals, while navigating complex political dynamics to achieve defined objectives.
- Review and improve business and operational processes.
- Mentor staff, develop future leaders, and strengthen the department's service capacity.
- Serve as a trusted advisor to the County Administrator and Senior Deputy County Administrator.
- Lead and foster excellence and innovation among staff.
- Invest time in understanding the workforce and operational challenges.
- Pursue data-driven solutions.
- Bring compassion to the workplace while maintaining a strategic focus on long-term objectives.



About the Office Director

Education and Experience

The desired candidate will possess a combination of education and experience equivalent to a master's degree in Emergency Management, Criminal Justice, Security Management, Homeland Security, Business, Public Administration or related area and five (5) years of directly related, progressively responsible work experience including two (2) years in a supervisory or management role preferably in a government setting.

Compensation and Benefits

For the position of Office Director, Emergency Management, Safety, and Security, Loudoun County is offering a hiring range of \$180,000 - \$205,000. The offer will be commensurate with the selected candidate's qualifications and experience. Additionally, the County offers a comprehensive and generous benefits package with multiple group health plan options, dental, vision, and disability; leave benefits including annual leave and sick leave accruals; Virginia Retirement System; deferred compensation plan; group life insurance; flexible spending accounts; paid family leave and wellness, education, and other benefits. Relocation expenses may be covered up to \$10,000 in accordance with the County's relocation policy. For more information on available benefits, visit: www.loudoun.gov/5010/Employee-Benefits.

To Apply

Loudoun County is partnering with PoliHire in the search for the next Office Director, Emergency Management, Safety, and Security. If you are interested in this position, please [click here](#) to upload your letter of interest and resume. Please note that finalists will be asked to submit to pre-employment criminal, credit and DMV background checks. Background checks may include fingerprinting.

For more information about Loudoun County, please visit their website at: www.loudoun.gov/.

Loudoun County, Virginia is an Equal Opportunity Employer.