



The mission of the Sheriff's Office is to protect the community, prevent crime and solve problems. Our values are integrity, leadership and service. The Indian River County Sheriff's Office strives for excellence in service through partnerships with the community.

Indian River County
Sheriff's Office
Human Resources
Section
4055 41st Avenue
Vero Beach, FL 32960

Phone: 772-978-6353
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www.ircsheriff.org



PLANNER/GRANTS MANAGER

The Indian River County Sheriff's Office can help you achieve your goals. We are seeking highly motivated and self-disciplined individuals with an interest in pursuing a rewarding career in law enforcement, corrections or civilian public service.

The Indian River County Sheriff's Office offers:

- A competitive starting **Salary of \$41,820 per year**
- Excellent Benefits including health, life, dental and vision insurance
- Florida State Retirement
- Promotional Opportunities

Brief Job Description:

The class specification for the position of Planner/Grants Manager is a highly responsible position involving preparation of staff studies, grant writing (to include application, administration and fiscal management), development of short and long-range plans, developing statistical reports, assisting in the preparation of the agency's budget, program development and evaluation, cost/benefit analyses, operational analysis, and participation in team projects/work groups as requested. General information/trend monitoring resource in law enforcement planning efforts, serving as liaison with other government and law enforcement agencies. Prepare and present items of agency interest/concern to the Board of County Commissioners, or other groups as deemed necessary.

Job Prerequisites and Minimum Qualifications:

- Preference will be given to a candidate with a Bachelor's Degree in related field.
- Minimum of 3-5 years of experience in a related field.

Application Process:

Application and complete job description is available online at www.ircsheriff.org. Additional questions about the application process may be obtained by contacting Human Resources at 772-978-6353.

**The IRCSO is an Equal Opportunity Employer M/F, EOE/ADA Compliant.
The IRCSO is a Drug Free Workplace. The IRCSO is a Veteran's Preference workplace.**