

DEBORAH P. FLETCHER
7703 TARDELLI LANE, INDIANAPOLIS, IN 46214
317.414.7082 CELL, CLAIRPUB@HOTMAIL.COM

PROFESSIONAL SUMMARY

Knowledgeable Emergency Management Professional accomplished in media relations, crisis communication, public information and Incident Command

SKILLS

Exceptional Communication Skills	Creative Problem Solver
Creative Problem Solver	Knowledge of Emergency Management Principles
Quick Learner	Talented Public Speaker
Incident and Emergency Management Instructor	Excellent Media Contact
Strong client Relations	Skilled in Crisis and Emergency Communication

WORK HISTORY

Asst. Director Emergency Management & Continuity **04.2020 - Present**

Indiana University

Responsible for providing leadership to the development of policy, strategy, plans and capabilities across the scope of emergency management and continuity for all eight of Indiana University’s campuses and for the development, implementation, and continuous improvement of a comprehensive (all-hazards) emergency management program. Actively facilitates communication and collaboration among staff involved in emergency management activities at all organizational levels across the campuses. Acts as direct supervisor for five regional campus environmental health and safety and emergency management specialists.

State Exercise Officer **05.2017 – April 13, 2020**

Indiana Department of Homeland Security 302 West Washington Street, Indianapolis, IN 46204

Responsible for running the Emergency Management Exercise Program for the state of Indiana. The exercise section works with the local, state, and federal Emergency Management agencies to plan, design and conduct exercises using the Homeland Security Exercise and Evaluation Program (HSEEP) principles. My position is responsible for supervision of employees, management of grants, and overall exercise program management.

Regional Disaster Officer **03.2016 -04.2017**

American Red Cross Indiana Region – 302 W. Washington St. Indianapolis, IN 46204

Implemented disaster services program throughout the region (state of Indiana). Duties included policy and partnership development, execution of comprehensive regional response and leadership of the disaster services team.

Director of Emergency Management & Continuity

08.2010 – 03.2016

Indiana University Bloomington Campus

Responsible for the development of emergency plans, coordinating emergency response activities both inside and out of the emergency operations center, and developing and maintaining relationships. I was also responsible for assisting other university departments such as Athletics & Event Services with their emergency plans, providing support during special events on campus and conducting training & exercise activities to increase the preparedness of their organizations and the campus at large. The skills necessary for successfully doing this job include excellent organizational skills, outstanding written & verbal communication skills and the ability to work with people at all levels of knowledge and experience.

Provided leadership and experience to the Bloomington division within the Indiana University system. Coordinated emergency planning, preparedness, response and recovery efforts for the campus, built relationships with partners at all levels of public and private sector. Worked with local and state emergency response organizations, special event & athletic staff, and other entities as necessary. This position required the ability to be flexible, organized, determined and enthusiastic. I began my employment at the inception of the department therefore I was required to educate and inform at the same time as I was developing new procedures and relationships.

Senior Emergency Management Coordinator

11.2005 -03.2016

Marion County Emergency Management – City of Indianapolis

Provided emergency management leadership and experience to agency personnel s well as outside agencies. Acted as the Public Information Officer for the agency. Worked with support agencies to ensure plans and procedures reflected an all hazards approach to emergency management. Responsible for providing supervision to Coordinators. Assisted with training and management tasks as necessary. Primary focus of position is community outreach and engagement. Acted as a responder, inside and outside of the Emergency Operations Center. Participated in strategic and operational planning meetings, facilitating coordination, communication and cooperation among public and private organizations.

Adjunct Faculty

06.2008 – Present

Ivy Tech Community College, IUPUI, University of Indianapolis

Teach introduction level classes in emergency management and homeland security at all three institutions in three different modes; online, hybrid, in-person lecture.

Coordinator

06.2009 – 06.2009

Marion County Emergency Management - City of Indianapolis

Provided emergency management leadership and experience to agency personnel as well as outside agencies. Worked with support agencies to ensure plans and procedures reflected an all hazards approach to emergency management. Responsible for providing supervision to Coordinators and other staff as needed. Assisted with training and management tasks as necessary. Primary focus of position is community outreach and engagement. Acted as a responder, inside and outside of the Emergency

Operations Center. Participated in strategic and operational planning meetings, facilitating coordination, communication and cooperation among public and private organizations.

Township Administrator

City of Indianapolis, IN

11.2005 – 06.2008

Provided support to Marion County Neighborhood Associations. Assisted them with working with city departments and helped with zoning and other community planning efforts. Acted as the Mayors representative at neighborhood association meetings.

Community Resource Coordinator

03.2001 – 09.2004

Indianapolis Police Department, City of Indianapolis

Assisted the Community Resource Officer with community outreach, crime prevention presentations, neighborhood watch organization and coordination and general assistance to the public. Acted as a civilian liaison for the police department to the members of the community and assisted them in addressing their concerns related to personal and family safety & security issues.

Additional employment history available upon request

EDUCATION

Indiana University Purdue University Indianapolis, Master of Criminal Justice & Public Safety - May 2012
Indiana University Purdue University Indianapolis, Graduate Certificate in Homeland Security & Emergency Management –May 2012
Indiana University Purdue University Indianapolis, Bachelor of Science–Criminal Justice - May 2002
Bloomington High School North Bloomington Indiana – Diploma awarded

References available upon request