



Now Hiring: 911 Dispatcher

Department: Ripley County Communications

Location: Versailles, IN

Schedule: Part-time rotating shifts on a PRN basis. Employees must maintain a minimum availability of 16 hours a month. weekends, and holidays may be required.

Pay: Competitive pay and shift margins beginning early 2026; current pay based on experience and qualifications.

About the Position:

Ripley County Communications is seeking dedicated and professional individuals to join our team as a 911 Dispatcher. Dispatchers are the vital link between the public and emergency services, responsible for answering emergency and non-emergency calls, dispatching law enforcement, fire, and EMS units, and ensuring the safety of responders and the community.

Key Responsibilities:

- Receive and process emergency and non-emergency calls for service.
- Dispatch appropriate law enforcement, fire, and EMS units using Spillman CAD and radio systems.
- Maintain accurate and timely records of calls, unit status, and incidents.
- Provide pre-arrival instructions and support to callers in crisis.
- Operate NCIC/IDACS systems to check records and relay critical information.
- Work effectively under pressure and maintain composure during stressful situations.
- Communicate clearly, professionally, and courteously with the public and emergency personnel.



Qualifications:

- Must be at least 18 years old and possess a high school diploma or GED
- Possession of a valid driver's license and demonstrated safe driving record
- Strong communication and multitasking skills
- Working knowledge of standard English grammar, spelling, and punctuation
- Ability to remain calm and make sound decisions in high-stress situations
- Computer proficiency and ability to learn dispatching software and systems
- Willingness to work various shifts, including nights, weekends, and holidays
- Ability to occasionally work extended or irregular hours and travel for training
- Must pass a background check and drug screening

Preferred:

- Previous experience in dispatching, public safety, or customer service
- Familiarity with Spillman, IDACS, or related systems
- APCO certifications (or ability to obtain within six months)

Training Provided:

- No prior dispatch experience required — we will train the right candidate.
- Comprehensive on-the-job training provided, including certification courses (APCO, IDACS, etc.).
- Ongoing support and continuing education opportunities to help you succeed and grow in your role



Why Join Our Team:

- Competitive pay
- Serve your community
- Supportive team environment

How to Apply:

Submit your application and résumé to:

911director@ripleycounty.in.gov

Applications accepted until filled.