

## **OPPORTUNITY IN FIRE SERVICES Competition # 2017-01**

**Currently inviting resumes for Casual-On Call staff for FNESS- Fire Services Dept.**

The First Nations' Emergency Services Society of British Columbia (FNESS) is a not-for-profit organization, as well as a registered charity, under the governance of a First Nation Board of Directors. FNESS assists BC First Nations in developing and sustaining safer, healthier and thriving communities. Our programs and services include Firefighter Training, Fire Prevention Education and Awareness, Emergency Management, and Forest Fuel Management. The goals of a self-sustaining and resilient community must keep *safety* as a priority as we support the development of community and professional capacity.

### **POSITION SUMMARY**

The Fire Services Officer is responsible for supporting the Fire Service Managers in the development, coordination, promotion, administration and delivery of the FNESS Fire Services (FS) Programs to First Nation Communities.

#### **Duties and Responsibilities may include, but are not limited to:**

- Perform all duties and responsibilities in accordance with the job description herein, the First Nations' Emergency Services Society (FNESS) of British Columbia policies, standards, governing regulations and procedures.
- Maintain confidentiality on all matters relating to the affairs of FNESS.
- Maintain an adequate level of physical fitness that will enable safe and capable performance of duties.
- Provide assistance and information to the Fire Services Managers
- Provide assistance in the distribution of Fire Service Program and FNESS materials and information to First Nation Communities in BC.
- Provide assistance in the development of presentations for workshops, conferences and training.
- Assist in the planning and scheduling of Program deliverables, as requested.
- Providing workshops in communities. Travel is required.
- Promote FNESS fire services and training at community based functions and professional events.
- Coordinate and deliver fire training courses, fire prevention programs and other fire workshops or events assigned through work plans or directives.
- Perform research related to fire service trends and industry standards as directed.
- In consultation with the Fire Services Managers, write fire program/service articles for internal and external formats.

- Perform other duties and responsibilities as necessary in the performance of the position, and as directed by the FS Managers.

### **PERSONAL QUALIFICATIONS AND OTHER SKILLS AND KNOWLEDGE**

- Sound knowledge of Fire Service standards and management practices
- Sound knowledge of legislation, policy, standards and practices related to Fire Services
- Experience working closely with First Nations Communities and Service Organizations
- Strong communication skills in written as well as verbal communication and proficient in use of electronics and computer programs
- Additional Preferred Qualifications include: Fire Officer I and II (NFPA certification or equivalent), Fire Life Safety Educator level 1 (NFPA certification or equivalent), Fire Inspector 1 and II (NFPA certification or equivalent), Fire Instructor 1 (NFPA certification or equivalent)

### **REQUIREMENTS**

- Travel in all forms of ground, air and marine transportation to rural and remote areas of BC, as requested.
- Required at all times to adhere to FNESS policies.
- Develop and maintain a level of cultural awareness of First Nation Communities as it relates to the delivery of Fire Services Programs.
- Develop and maintain a level of trust, integrity and professionalism with communities, clients and organizations.
- Physically capable to participate in field work throughout the province of BC

FNESS is looking for enthusiastic individuals to support the Fire Services Department. Successful candidates must possess a valid BC Driver's License, clear a criminal record check which includes a vulnerable sector check and submit a current driver's abstract from ICBC. An understanding of First Nation peoples, culture and customs as it relates to the delivery of FNESS programs is beneficial.

Deadline for receiving applications is: **December 08, 2017**

Please forward a current resume and cover letter to: [HR@fness.bc.ca](mailto:HR@fness.bc.ca)

Attn: Executive Director  
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