



Swampy Cree Tribal Council (SCTC)

Job Posting

Fire, Safety and Emergency Management Advisor

Closing Date: Friday November 25, 2022

Reporting to the Tribal Council Technical Unit Manager, the primary responsibility of the Fire, Safety and Emergency Management Advisor is to coordinate and implement the objectives and deliverables fire, safety and emergency management programs and services by Swampy Cree Tribal Council for the 8 First Nations

Duties:

- Fire and Safety Building and Community Inspections and Incident Investigations
- Emergency Planning and Mitigation advisory and coordination
- Fire, Safety and Emergency Equipment and funding assistance
- Fire Equipment inspections and fit testing
- Fire Extinguisher training, inspections and maintenance assistance
- Fire, Safety PPE and Equipment Training/Refresher delivery
- Coordinate and assist in Annual Spill Response Activation Exercises
- Emergency Plan update assistance and annual activation exercise coordination and delivery
- Incident Command Coordination and Emergency Response responsibilities
- Project management activities and proposal writing
- Coordination of emergency response, workshops, training, conferences, and seminars
- Coordination with other organizations, Indigenous Services Canada, and other groups/organizations
- Evacuation and Fire Drill exercise coordination and advisory services
- Provide general and technical advice and guidance on codes and regulations related to Fire, Safety and Emergency Operations

Required:

- Fire Fighting Level I Certificate
- Fire Officer Certificate
- Fire Inspection training and/or certificate(s)
- Confined Spaces
- WHMIS
- Driver's License and background checks
- Fire Inspector Level I
- Willing to Travel
- Attend meetings, training and conferences
- Good understanding of Federal and Provincial Fire and/or Building Codes
- Emergency and/or EMO training certificate(s)

Considered an Asset

- Occupational Health & Safety Certificate
- Fire Equipment and Inspector Training
- Emergency Services Instructor Level I
- Hazardous Materials and/or Spills Certificate(s)
- Ability to Speak Cree
- Hazardous Material Incident Commander training and/or certificate
- Respirator Fit tester training and/or certificate(s)

**Please send cover letter, resume and 3 references to Carolyn Smeltzer
csmeltzer@swampycree.com**