



OPPORTUNITY IN FIRE SERVICES

The First Nations' Emergency Services Society of British Columbia (FNESS), under the governance of a First Nations' Board of Directors, assists First Nations' to develop safe and healthy communities. Our programs and services include assisting First Nations in B.C. with the development of Fire Prevention and Education programs, and with the identification and implementation of appropriate Fire Protection solutions. We encourage all applicants to apply for the following positions, please note that FNESS is a not for profit organization.

FNESS is currently inviting applications for the following positions;

Manager, Fire Services – Competition# 2010-01

The Manager of Fire Service is part of a dynamic and fast paced team that delivers public safety programs and services that support healthier and safer First Nations communities across BC. Reporting to the Executive Director, this position is a uniformed position based in the FNESS Vancouver Office, the position performs hands on management for FNESS fire services, the incumbent plays a critical role in the management team of FNESS.

Duties and responsibilities of the position include but are not limited to:

- Responsible for management of the delivery of FNESS fire services and programs including fire prevention, fire training, emergency medical training and fire department support services
- Performs research related to the evolution of FNESS fire services and programs
- Acts as a liaison with external agencies and communities related to the fire services
- Required to develop and deliver FNESS fire services presentations to professional groups, partner agencies and public information sessions
- Develops and manages the department operation plan consistent with the FNESS strategic plan
- Provides input to the development of the departments budgets and manages the department budgets
- Provides monthly and quarterly department performance reports
- Participates department employees performance reviews
- Will be required to travel in all mode of transportation (small aircraft, boats, atv, four wheel drive vehicles, etc) with or without notice and perform emergency services duties in rural and remote areas as required
- Will be required to obtain and maintain professional emergency services certifications
- Will be required to obtain and maintain minimum qualifications as described below

Qualifications/Skills

Minimum Qualifications

- Class 5 BC drivers license (or eligible if out-of-province)
- Provide a satisfactory criminal record check
- Pass a BC secondary criminal record check (working with at-risk groups)
- Pass a satisfactory character reference check
- Five years experience working in an emergency service environment

Applicants must demonstrate the following skills:

- Minimum of five years experience managing programs, services and staff
- Minimum of five years experience managing budgets, participating in employee performance reviews, developing operation plans and participating in a management team
- Demonstrated ability to develop innovative and effective Fire Prevention and Education programs using a range of learning styles, training technology and methodologies
- Demonstrated communication and interpersonal skills with the ability to develop positive relationships with a variety of stakeholders
- Computer literacy and competency in Microsoft Office programs
- A minimum of five years experience in the fire and emergency services industry
- Understanding of First Nations people, culture and customs

Applicants must possess the following certifications:

- Degree or diploma in a related field
- NFPA Fire Service Instructor
- NFPA Fire Inspector
- NFPA Fire and Life Safety Educator
- NFPA Fire Investigator Fire Cause & Origin



FIRST NATIONS'
Emergency Services
BRITISH COLUMBIA

How to Apply:

Applicants **who meet all the minimum qualifications, skills and certifications** must;

1. Submit a resume and cover letter with your last name and competition number in the email header (i.e. Smith – Competition # 2010-01).
2. Your cover letter and resume must be submitted in **pdf** format only.
3. Your cover letter and email should **clearly indicate** how you meet all qualifications, skills and certifications.

Applicants **who do not meet all the minimum qualifications, skills and certifications** must;

1. Submit a resume and cover letter with your last name and competition number and note developmental in the email header (i.e. Smith – Competition # 2010-01 – Developmental).
2. Your cover letter and resume must be submitted in **pdf** format only.
3. Your cover letter and email should **clearly indicate** what qualifications, skills and certifications you possess and those that require development.

Please note – before commencement of employment with FNESS, the successful candidate must possess a valid BC driver's license, clear criminal record, child abuse registry checks, supply a driver's abstract and complete a character reference form.

Due to emergency services duties performed by FNESS personnel, successful candidates will be subject to a character reference background check based on the information provided by the candidate in the completed character reference form. Character reference checks are utilized to confirm the information provided by a candidate and will not automatically eliminate employment opportunities with FNESS unless historical conduct contradicts with FNESS policy or criminal record requirements. FNESS reserves the right to request any candidate for employment to complete a polygraph exam based on the information provided on character reference form and the results of the character reference background check.

FNESS offers a comprehensive benefits package along with the opportunity to be part of a highly motivated team, performing work that makes a difference in First Nations' communities. First Nations candidates are encouraged to apply.

Closing Date: 4:30 pm, Friday, March 26, 2010

**Please forward a current resume and cover letter
by email to info@fness.bc.ca :**

Attention Chris Wong
Chief Financial / Administrative Officer
First Nations' Emergency Services
102 – 70 Orwell Street, North Vancouver, BC V7J 3R5