



Programs & Services Resources



This process will be used to establish a pool of candidates to fill multiple positions that will be required on an ongoing basis, including the Programs & Services Lead. Posting will close March 31, 2020 but may be extended if not all positions are filled.

The Aboriginal Firefighters Association of Canada (AFAC) was founded in 1991, and is a united body of regional Indigenous emergency and fire service organizations across Canada. The mandate is to represent the interests of regional associations at the national level, assist in the exchange of information between associations, support the implementation of services, and promote national standards in fire prevention, education, and suppression within Indigenous communities across Canada.

Currently, AFAC is looking to fill several positions in the Programs & Services Resources for the Indigenous Fire Marshal Office Project. This position will work closely with an identified Programs and Services Lead. Individual responses to the posting will be assessed for relevant skills, expertise and experience and successful candidates will be assigned roles in program development, program deliveries or research (or a combination of duties).

Please note that this position is remote and can be based anywhere in Canada. Occasional overnight travel may be required to perform community deliveries and attend business meetings and relevant external agency meetings.

Main responsibilities include:

- > Performing fire officer related duties, similar to provincial fire marshals and regional First Nations emergency services providers.
- > Performing programs and services deliveries.
- > Completion of relevant programs and service delivery impact reports, assessment reports of programs being delivered in various stages of development, and recommendation reports based on key delivery impact assessments.
- > Providing regular updates to the Programs and Services Lead including workplans and activity reports, schedule and management.
- > Representing the project and its programs and services to outside agencies, organizations, government officials, the public, and other stakeholders.

Core required competencies:

- > Experience developing workplans and reporting outcomes and deliverables.
- > Experience developing and managing detailed project plans that cascade into specific work plans and include associated deliverables.
- > Exceptional ability to establish and maintain productive working relationships with a diverse stakeholder base.
- > Self-motivated, productive and efficient.
- > Excellent written and verbal communication skills.



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Minimum education, certification, & experience:

- > Education, certification and/or experience in any of the following fire services / safety / community infrastructure areas, or a combination of any of the following :
 - > Red seal in construction, plumbing, pipe fitting, etc.
 - > Fire prevention educator training
 - > Inspection training/certification in construction, fire inspections, WETT inspection, etc.
 - > Fire investigation training/certification and experience.
 - > Infrastructure development training/certification in pre-plan examination, building codes & fire codes.
 - > Education, training and certification in engineering services including building design, fire safety systems, sprinkler systems, etc.
 - > Community safety and/or emergency management training including community fire safety assessments and community risk reduction plans.
 - > Experience providing technical, strategic, operational and governance development support to Chief and Councils, Tribal Councils and Indigenous political organizations.
 - > Fire Service operations and training certification and experience.
- > At least five (5) years of demonstrated work experience in the core required competencies.
- > Preference for related bachelor's degree, research degree, fire officer designation or fire service seals and/or associated training.
- > For those interested in developmental positions that do not have the prescribed education, training, experience or certification – please provide a resume or cv with the subject line: Requesting review for a developmental position.

Preferred qualifications:

- > Bilingual English and French
- > Of Indigenous Heritage

Contract considerations:

- > Positions will be considered contract, secondment or term/temporary.
- > Part time and full-time appointments will be considered.
- > Competency assessment tools may be utilized to determine skills and appropriate remuneration rates.
- > Compensation will be based on experience and expertise.
- > Terms can be negotiated up to two years.





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Closing date:

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HOW TO APPLY:

Please respond with any questions. Applications must include resume(s) and clearly and specifically outline how you meet the competencies, education, certification and experience requirements and should be submitted by email to jana@tullochconsulting.ca

AFAC is an equal opportunity employer and encourages applications from all qualified individuals.