



EMERGENCY SERVICES COORDINATOR

Cypress County is a rural municipality in the southeast corner of Alberta. The majority of the County's 1.3 million hectares are utilized for agricultural purposes. The County's approximately 7,800 residents live on farms, acreage subdivisions and in 10 small urban communities. Cypress County promotes a relaxed rural lifestyle and a safe community for families. Along with the City of Medicine Hat, CFB Suffield and Cypress Hills Provincial Park, this area is a great place to live and work.

Cypress County Emergency Services is comprised of 9 Fire Stations and manned by approximately 140 paid on-call Firefighters. There are approximately 270 calls annually, the majority being grass fires and MVC's.

We are seeking a leader with strong administrative and operational skills for the Emergency Services Coordinator role. Working through the District Fire Stations, the position works to ensure the provision of efficient and cost-effective emergency services for the residents. The Emergency Services Coordinator acts as the department contact and subject matter expert for emergency services related issues. This position is responsible for other functions related to emergency services such as training initiatives, health and safety, budgeting, policy and procedure development and other related duties as required.

Our ideal candidate has a minimum of five (5) years administrative, supervisory and leadership experience in a Municipal Government Emergency Services environment. You have previous experience coaching and mentoring volunteer/paid on call firefighters combined with demonstrated ability to deal with changing priorities and numerous demands. You have proven incident command experience along with Fire Officer Level 1, Fire Instructor Level 2, and ICS 300 certification. You have excellent communication skills and the ability to establish and maintain effective working relationships with a variety of stakeholders. Ability to problem solve, collaborate and resolve conflicts are essential skills for this role.

Cypress County offers a highly attractive total compensation package, including competitive salary, excellent benefits, in addition to supporting learning and development opportunities. This full-time, permanent position entails a 37.50 hour work week, however, this position requires the ability to respond to evening and/or weekend emergency fire situations or other related evening or weekend meetings or training as required. To learn more about what Cypress County has to offer please visit our website, www.cypress.ab.ca

If this opportunity interests you, please forward your resume and cover letter no later than:
4:30 pm on Tuesday, February 16, 2021 to competitions@cypress.ab.ca

Cypress County thanks all applicants for their interest, however, only those selected for an interview will be contacted.