

# WE'RE HIRING



COMPETITION #: 03-2021

## Volunteer Fire Chief

### ABOUT THE TOWN OF FOX CREEK

Fox Creek is a citizen-focused vibrant and sustainable community, embracing diversified economic partnerships and prides itself on small-town family values. The Municipality of Fox Creek is a vibrant and bustling hotbed of economic activity in the heart of the Duvernay. Known mainly for its bountiful wilderness, Fox Creek showcases the very best of the surrounding forests, lakes and wildlife, making it the perfect location for enjoying the outdoors. Fox Creek combines a serene wilderness experience, with small-town hospitality, first-class amenities, and a reliable service centre for the active oil and gas industry surrounding the community. Fox Creek is a great place to call home.

### POSTION SUMMARY

Reporting to the Chief Administration Officer – Support Services and Prevention, the Volunteer Fire Chief, Training and Logistics will help ensure the delivery of excellent fire rescue services and will be accountable by assisting with; coordination of fire rescue response; medical first response; fire prevention; staffing, training and coaching of firefighting crews; inspections; and, awareness activities within The Town of Fox Creek and its partner communities of Greenview who are part of an Mutual Operating Agreement.

### RESPONSIBILITIES

May be required to adhere to processes and policies in support of Municipal goals and legislative requirements.

- Operations of the fire department including maximizing efficiency, cost effectiveness and equipment life expectancy while protecting life and property through on fire prevention and suppression and/or rescue services
- Ensuring members safety and training in relation to the Fire Rescue Services By-law according to the Level of Service agreed by Council for delivery by the department. Ensures that the Fire Department is manned by an adequate number of properly trained personnel.
- Coordinate with the Provincial Fire Commissioner's Local Representative and the Manager of Protective Services for the Municipal District of Greenview. Develop and implement and continuance of a fire inspections and prevention program covering commercial, industrial, public and multi-family buildings.
- Participation in Emergency Management Agency meetings to ensure the department is fully involved in the Town's Emergency Measures Plan. Ensures that the public is aware and knowledgeable of proper fire prevention and safety.
- Responsibilities will be a 70-30 split between administration and operational fire service duties.

### QUALIFICATIONS

#### Minimum Requirements

- NFPA 1001—Firefighter, Level 2
- NFPA 1002—Fire Apparatus Driver/Operator
- NFPA 1031—Investigation
- NFPA 1041—Fire Instructor Level 1
- First Aid and CPR Training Certification
- ICS 300
- Clean Criminal Record Check including Vulnerable Sector
- Physically capable for firefighting service
- Residency within Fox Creek
- Candidates will need to be a member of AFCA as well as PRFC

#### Additional Preferred Qualifications

- Post-secondary certificate or diploma with fire services specialty and 5 years at Fire Officer Level
- NFPA 1021—Fire Officer, Level 2
- NFPA 1041—Fire Service Instructor, Level 2
- NFPA 1051—Wildland Firefighter
- NFPA 472—HAZMAT, Technician Level
- Alberta Safety Codes Officer (SCO) or the ability to acquire certification within 1 year of hiring
- Ability and interest to achieve additional certifications and qualifications as required
- Valid Class 3-q (with air brake endorsement) Driver's License or equivalent

### POSITION TYPE

Voluntary—Appointed by Council

### HOURS OF WORK

Based on operational requirements, on-call, evenings and weekends required.



### APPLY TODAY!

Please submit your resume and cover letter to either of the below addresses.

**EMAIL:** employment@foxcreek.ca

**SUBJECT:** Competition # 03-2021

#### MAIL OR IN-PERSON:

Attention Human Resources  
PERSONAL & CONFIDENTIAL

Town of Fox Creek  
102 Kaybob Drive  
PO Box 149  
Fox Creek, AB T0H1P0

*We thank all applicants for their interest.  
However, only candidates invited for  
interviews will be contacted.*