Assistant Chief Emergency Management
Strathcona County Emergency Services

The Assistant Chief of Emergency Management will continue to develop, implement and maintain an Emergency Management Program to assist Strathcona County in becoming the safest community in Canada. The program encompasses risk assessment and management, business continuity planning, industry emergency response plan reviews, Emergency Operations Centre development and operation, emergency management training and evaluation, monitoring of existing and developing trends in emergency management, budgeting, participation in mutual aid partnerships within the region and the province, and liaising with other municipalities and provincial representatives.

Responsibilities:

- Providing leadership in emergency management, Incident Command System (ICS) implementation, and the development of community awareness and preparedness
- Managing the Emergency Operations Centre (EOC), identifying and training staff, maintaining equipment and technology, identifying and promoting the development and enhancement of the EOC to remain operational effective and capable of managing any incident
- Providing EOC support to establish the EOC framework, managing and assisting in the coordination of emergency incident efforts, notifying of EOC activation, assisting EOC leader and personnel, and liaising with stakeholders including area emergency management entities
- Developing and maintaining Strathcona County’s Municipal Emergency Plan, liaising with provincial authorities to ensure compliance, working with County departments to ensure understanding of the municipal emergency plan concept, developing and executing emergency exercise testing to ensure the Municipal Emergency Plan is valid and current
- Coordinating with stakeholders and emergency management partners, reviewing industry Emergency Response Plans (ERP), representing the County in mutual aid partnerships, and participating on working groups to enhance emergency preparedness
- Providing leadership to Strathcona County’s Elected Officials and Executive Team in relation to roles and responsibilities in an emergency situation and acting as a liaison to various levels of government

Qualifications:

- University degree in a related field and professional designation in a field of emergency management (such as CEM, AEM, CBCP, ABCP, MBCI). A combination of education, training and experience may be considered
- A minimum five years of experience in an emergency management or emergency services leadership role
- Familiarity with GIS technologies and application in the emergency management field
- Experience in the use of the Incident Command System and trained to an ICS 400 level. Qualification as an ICS instructor to level 400 is an asset
- Ability to develop and maintain strong working relationships with managers and senior leadership
- Excellent communication, public speaking and facilitation skills
- Excellent organizational skills and the ability to plan, build and finalize corporate documents within deadlines
- Good working knowledge of Microsoft Office Suite (Word, Excel, PowerPoint) and emergency management software and tools
- Knowledge and ability in the area of emergency exercise design, simulations and competency measurement
- Knowledge of Emergency Services and Strathcona County's municipal organizational structure, departments and services is an asset
- A Criminal Record Check is a condition of employment
- Valid driver's license (drivers abstract) is required

The annual salary for this permanent position is $97,752 to $122,195. In addition to a 35 hour work week, with requirement for on-call and longer hours as events require, we offer professional development and a competitive benefits package.

**Competition #159-2014-SCES closes December 19, 2014.**

Apply to: jobs@strathcona.ca
Strathcona County Human Resources
2001 Sherwood Drive
Sherwood Park, AB T8A 3W7
Telephone: (780) 467-7331
Fax: (780) 464-8521

Thank you for your interest in Strathcona County. We contact only candidates selected for interview.