

Competition # 1046.24

Job Vacancy

Emergency Measures & Communications Specialist

Management Salary Scale Step 10/11: \$3,131.75 - \$4,149.57 bi-weekly

Requirements

- Bachelor's degree with a major in Emergency Management, Public safety, Public Administration, or related field is preferred.
- Certification as an Emergency Manager is preferred.
- The ability to speak in both official languages would be considered an asset.
- NFPA 1041 and 1072 certifications.
- Three (3) years of progressive work experience in emergency management, disaster planning, and business continuity planning.
- Thorough knowledge of emergency preparedness regulations and best practices.

Send your resume to

HR@fredericton.ca

before October 11, 2024
at 4:30 p.m. AST



Job Vacancy

Emergency Measures & Communications Specialist

The City of Fredericton is dedicated to serving the community and making it the perfect place to work, live and play. We are committed to maintaining a safe and secure environment for our employees, clients, and community. Reporting to the Fire Chief, this multi-faceted position requires a high level of professionalism, tact, judgement, and initiative, including the ability to establish and maintain effective working relationships with City staff, media, and outside agencies.

As a spokesperson for EMO and the Fredericton Fire Department (FFD), the incumbent will be responsible for monitoring and communicating incident-related information via social media platforms, press releases, interviews, and other means, as required. Integral to this position is the ability to analyze and report on statistical data. The incumbent will manage the development, implementation, and coordination of the City's Emergency Preparedness Program. They will serve as a liaison for the City's disaster management and recovery efforts, develop and oversee disaster training exercises and public awareness programs, and oversee disaster response/crisis management activities in coordination with City of Fredericton Departments, NBEMO, and external emergency preparedness partners. As a member of the FFD's Hazardous Material Response team, the incumbent will represent the department at the provincial level and be responsible to ensure the operational readiness of the Provincial Response Team. This entails assisting with on-shift training, maintaining certification levels, as well as testing and maintaining the department's Hazmat equipment.

What You'll Do:

- Develop plans and procedures in preparation for any emergency to ensure appropriate and effective response, including community education, leadership briefings, emergency information, training, procurement of emergency supplies, operation centers, communication systems and partnership agreements.
- Maintain close and supportive working relationships with all City departments, external agencies, and emergency preparedness partners. Liaise with NBEMO and other outside consultants / agencies.
- Organize and attend regular EMO meetings held by City of Fredericton, or partners (Oromocto, New Maryland, NBEMO, etc.).
- Conduct ongoing community risk and hazard assessments.
- Facilitate and support emergency and disaster operations provided by the Emergency Operations Center.
- Maintain a working knowledge of local, provincial, and federal emergency preparedness regulations and requirements. Ensure compliance with the NB Emergency Measures Act and regulations, along with City of Fredericton emergency preparedness policies and procedures.
- Promote a culture of emergency preparedness and provide recommendations for continuous improvement.
- Day-to-day spokesperson for the Fredericton Fire Department.
- Manage and monitor social media accounts, including answering inquiries.
- Provide COF EMO updates on severe flooding, weather events, rainfall / snowfall warnings, etc. to target audience.
- Assist with coordination and logistics for the FFD Regional Hazmat Team.
- Other duties as assigned.

What You Bring:

- Expertise: Strong knowledge of management principles, practices, and regulations.
- Leadership: A proven ability to lead and coordinate emergency response efforts, with exceptional organizational and decision-making skills.
- Collaboration & Public Speaking: Excellent communication and interpersonal skills, with a demonstrated ability to work effectively with diverse teams and external partners.
- Proactive approach to identifying risks and implementing effective solutions to enhance safety and preparedness.
- Commitment - A dedication to continuous improvement and professional development in the field of emergency management.

Perks:

- Bi-weekly benefit spending allowance of \$253.23 - \$316.03
- Health, Dental and Pension plans
- An opportunity to have a significant impact on your community.

Ready to be part of something exciting? Apply today!

How to apply:

Email your resume and cover letter to HR@fredericton.ca
on or before October 11, 2024 at 4:30 p.m. AST.

Fredericton



**WHERE CAREERS AND
COMMUNITIES FLOURISH**

