



Town of High Level
10511 – 103 Street
High Level, AB T0H 1Z0
Canada

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town@highlevel.ca
www.highlevel.ca

EMPLOYMENT OPPORTUNITY

Wildland Urban Interface Team Member (Firefighter)

The Town of High Level requires multiple responsible & motivated individuals in the position of Wildland Urban Interface Team Member.

These positions are 12 month term positions, 40 hours per week, and eligible to participate in the benefits program after 3 months. A competitive, market related wage, in the range \$ 32.39 to \$ 35.39 per hour, and comprehensive benefit package, commensurate with experience and qualifications, will be offered to the successful candidate.

Reporting to the Wildland Urban Interface Team Supervisor, the Wildland Urban Interface Member (Firefighter) as part of the Protective Services Department, is generally responsible for the response to Wildland Urban Interface Events provincially, staff training provision to High Level Fire Department members and other departments, municipal emergency planning assistance, assisting in Emergency Management, Fire Department Support and Equipment Readiness. The Wildland Urban Interface Team Member will also assist in the coordination of Wildland Fire Mitigation under the guidance of the Town's Wildfire Mitigation Strategy.

The Employee may be required on an ongoing basis to attend applicable training, workshops, seminars and courses at the discretion of the Employer in order to facilitate job knowledge and performance.

EDUCATION REQUIREMENTS

The minimum level of education required to perform these responsibilities are:

- Grade 12 Diploma;
- NFPA 1001 Level 1;
- S215 WUI Sprinkler program or HLFD sprinkler Training Program or equivalent;
- Wildland Firefighting training (1051, HLFD internal qualification or Type 1 Wildland);
- Standard First Aid/Level C CPR; and
- ICS 100.

The following education and training is considered an advantage:

- NFPA 1001 Level 2;
- NFPA 472/1072 Operations;
- NFPA 1002 Pump Operator;
- NFPA 1041 Level 1;
- Emergency Medical Training (FMR or higher); and
- ICS 200.

EXPERIENCE REQUIREMENTS

The minimum experience required to perform these responsibilities are:

- Minimum of 1 year experience in Structural Fire Service, Wildland Fire Operations or Wildland Urban Interface Operations.

OTHER REQUIREMENTS

Other requirements are:

- Demonstrated good management, written and verbal communication skills;

- Sound understanding of the Alberta Workplace Health & Safety Legislation, Fire Department Standards; and
- Clear Criminal Record Check.

Please apply to:

Human Resources

Town of High Level, 10511 –103 Street

High Level, AB T0H 1Z0 Fax 780.926.2899

e-mail: resumes@highlevel.ca

CLOSING DATE: These positions will remain open until filled.

SCROLL DOWN FOR JOB DESCRIPTION

This position will be filled as soon as a suitable applicant is selected. All applicants are thanked for their interest however only those selected for an interview will be contacted. All resumes, and personal information provided therein, will be handled in accordance with the Province of Alberta *Freedom of Information and Protection of Privacy* (FOI/PPA) legislation. The personal information that you provide to the Town of High Level is being collected solely for the purpose of applying for employment.



WILDLAND URBAN INTERFACE TEAM MEMBER (FIREFIGHTER)

REPORT TO: Wildland Urban Interface Team Supervisor

INCUMBENT:

Reporting to the Wildland Urban Interface Team Supervisor, the Wildland Urban Interface Member (Firefighter) as part of the Protective Services Management Team, is generally responsible for the response to Wildland Urban Interface Events provincially, Staff Training Provision to HLFM members and other departments, Municipal Emergency Planning assistance, assisting in Emergency Management, Fire Department Support and Equipment Readiness. The Wildland Urban Interface Team Member will also assist in the coordination of Wildland Fire Mitigation under the guidance of the Town's Wildfire Mitigation Strategy.

The Employee may be required on an ongoing basis to attend applicable training, workshops, seminars and courses at the discretion of the Employer in order to facilitate job knowledge and performance.

MAJOR RESPONSIBILITIES

1. Response to WUI Events, regionally and provincially.
2. Training Assistance
3. Assist with Fire Department Readiness and Planning
4. Assist with Fire Department Operations

DUTIES

FIRE DEPARTMENT / WILDLAND URBAN INTERFACE RESPONSE

1. Assist in maintaining high morale and operational readiness of the High Level Fire Department.
2. Maintain readiness to respond to regional and provincial response requests to WUI events
3. Provide Training to fire department members in WUI operations at home and in other departments across the province.
4. During a typical season, members may experience varied periods of fire action including inter-provincial structure protection deployments. The remainder may include project work, proficiency training at home or other areas, or deployment to other regions while waiting for a fire action.
5. Respond to accidents, fire calls and incidents with loss or potential loss as directed by the Fire Chief or designate to supplement volunteer response when required as per Department Standard Operating Procedures.
6. Assist with coordination of and implementation of Wildfire mitigation including vegetation management and hazard reduction burning.
7. Complete FireSmart Home assessments within the HLFM response area under the direction of the WUI Team Supervisor
8. Maintain continuing competency training levels.
9. Assisting the WUI Supervisor with maintaining Emergency Vehicle Readiness.
10. Be available for Fire Department planning meetings upon request.

11. Assist in Public Education Activities as requested.
12. Advise the WUI Supervisor in matters of Fire Department management, operations and fire department morale.

HEALTH AND SAFETY PROGRAMMING

1. Adherence to accepted safety practices
2. Assist the Workplace Health and Safety Committee in developing and achieving objectives.
3. Report Health and Safety Incidents as per the Town's Health and Safety Program policies and directives.

MUNICIPAL EMERGENCY PLANNING

1. Assist in Planning of Exercises and Deployment Training

GENERAL

1. Other related duties not specifically identified herein as assigned by the Director.

EDUCATIONAL REQUIREMENTS

The minimum level of education required to perform these duties are:

1. Grade 12 Diploma
2. NFPA 1001 Level 1,
3. S215 WUI Sprinkler program or HLFDD sprinkler Training Program or equivalent
4. Wildland Firefighting training (1051, HLFDD internal qualification or Type 1 Wildland)
5. Standard First Aid/Level C CPR
6. ICS 100

Assets:

1. NFPA 1001 Level 2
2. NFPA 472/1072 Operations
3. NFPA 1002 Pump Operator
4. NFPA 1041 Level 1
5. Emergency Medical Training (FMR or higher)
6. ICS 200

EXPERIENCE REQUIREMENTS

The minimum experience required to perform these duties are:

1. Demonstrated good management, written and verbal communication skills.
2. Sound understanding of the Alberta Workplace Health & Safety Legislation, Fire Department Standards
3. Minimum of 1 year experience in Structural Fire Service, Wildland Fire Operations or Wildland Urban Interface Operations.
4. Clear Criminal Record Check.

GUIDANCE RECEIVED

Directives, manuals, regulations, ordinance, or other written guidelines used regularly by this position are:

1. High Level Fire Department Standard Operating Procedures
2. Occupational Health and Safety Act, Regulation and Code
3. The Emergency Management Act
4. Fire Commissioner's Office
5. Safety Codes Act

CONTACTS

This position will have frequent contact with the following:

1. Town of High Level Staff;
2. Town of High Level Administration;
3. Fire department volunteers
4. Alberta Agriculture and Forestry – Wildfire Management Branch
5. Alberta Emergency Management Agency.
6. Office of the Fire Commissioner
7. Various municipal stakeholders during WUI events
8. Other WUI teams
9. Surrounding businesses, suppliers, other emergency services (medical, fire and police), insurance company representatives, other government organizations and the general public

ENVIRONMENT

Features of work, which may create unusual demands or, which may create physical and/or mental stress, are:

1. Continually dealing with a wide variety of activities, projects, and tasks within a limited resource;
2. Considerable pressure may be exerted to complete projects, tasks and programs within overlapping deadlines.
3. Interacting with multiple staff and Departments in areas of safety and training.
4. Dealing with emergency situations under considerable pressure while organizing emergency resources.