



## REGIONAL FIRE SERVICES SUPERVISOR/TRAINING OFFICER

The Cariboo Regional District invites qualified applicants to apply for the permanent, full time position of Regional Fire Services Supervisor/Training Officer located at the Cariboo Regional District office in Williams Lake.

**SUMMARY:** Reporting directly to the Manager of Protective Services, the Regional Fire Services Supervisor/Training Officer will be responsible for supporting Cariboo Regional District Volunteer Fire Departments including but not limited to coordinating, conducting, and monitoring minimum training standards, procurement standards and procedures, agency services communications, documentation and legal liability.

The Regional Fire Services Supervisor/Training Officer will oversee the development and maintenance of operational guidelines, development and delivery of training programs, mutual aid and other agency agreements and contracts, volunteer fire department recruitment and retention, and departmental health and safety programming to support the activities necessary for the ongoing operation of the Regional District's fire services functions, including related emergency planning and other associated programs.

### MINIMUM QUALIFICATIONS/REQUIREMENTS:

- Post-secondary degree, diploma, or equivalent fire services and local government administration experience and related training.
- NFPA 1001 Level 2 Firefighter, 1002 Driver/Operator, 1021 Level 2 Fire Officer, 1041 Level 1 Fire Service Instructor, 1033 Investigator, and 1521 Incident Safety Officer.
- Minimum of 7 years direct fire service experience.
- Work experience demonstrating increasing levels of responsibility.
- Budget management experience required.
- Maintain a valid BC Driver's License required.
- Proficient in the use of computers and relevant software programs.

**WAGE:** This is a BCGEU position. The terms of this position include a wage range of \$41.63 per hour depending on experience and education.

**WORK SITE LOCATION:** Cariboo Regional District Williams Lake Office located at Suite D, 180 3<sup>rd</sup> Avenue North, Williams Lake, BC. Travel within the regional district will be required.

**HOURS OF WORK:** 70 bi-weekly hours; may work a non-standard schedule which will include evenings and weekends. Occasional overtime may be required.

Qualified candidates wishing to apply and looking for a detailed job description please visit [www.cariboord.ca/careers](http://www.cariboord.ca/careers). Applications will be accepted by the undersigned until a suitable candidate is found. Applications must be in the form of a resume with an accompanying letter detailing your experience and qualifications relative to this position. In order to be considered for this position, all valid and current educational credentials pertaining to the position must be

included in the package.

The Cariboo Regional recognizes the public health benefits of vaccination programs in reducing illness, disability, and death from community-acquired diseases and will support public health messaging about the importance of vaccines against communicable diseases. Consequently, the Cariboo Regional District requires that all employees be fully vaccinated from COVID-19 as per the Cariboo Regional District Mandatory Vaccine Policy.

*We wish to thank all candidates for their interest; however, only those selected for interviews will be contacted.*

Bernice Crowe, Human Resources Advisor  
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[www.cariboord.ca/careers](http://www.cariboord.ca/careers)