

The Town of Sylvan Lake is a thriving, connected lakeside community that is resident focused, visitor friendly and THE place to do business. Fifteen minutes from Red Deer, and an hour and a half from both Calgary and Edmonton, we offer the amenities of a larger center with the relaxed living atmosphere of a smaller community. With abundant year-round recreational and cultural activities, we have definitely earned the name of "Brilliant All Year!"

The Town of Sylvan Lake's mission is to deliver responsible municipal services and infrastructure that support an outstanding quality of life, unforgettable experiences, and a strong, diverse economy. We achieve that through our values of integrity, accountability, engagement, innovation, diversity and inclusion and our highly skilled workforce and are recruiting for an

**Assistant Deputy Fire Chief – Permanent, full-time
Hourly wage - \$44.20 - \$52.79 (to be confirmed)**

The Assistant Deputy Fire Chief is a member of the department's leadership team, providing direction and supervision to fire department members, and overseeing specific areas of responsibility including, fire prevention, operations, and training to support the provision of prompt, professional, effective fire protection and public safety services to the residents and visitors of Sylvan Lake and area.

The ideal incumbent would be a learning leader, highly motivated, innovative, and confident. You are technically competent and have a wide range of experience in incident management and training. The ability to contribute independently and within a team is essential. This successful candidate for this position must reside within the Town of Sylvan Lake town limits to respond within 10 minutes of an alarm.

Accountabilities

Coordinates and participates in fire prevention activities, including public education, inspections, and investigations.

- Conducts and coordinates fire prevention and code-related inspections and investigations as required and to the level of safety code certification attained.
- Leads fire investigation activities as required.
- Analyzes community needs for fire safety education and prevention activities.
- Administers and schedules community education, prevention activities and station tours.
- Participates in public safety and fire safety education and prevention campaigns.

Provides leadership and guidance to ensure the delivery of fire related training programs and the scheduling of training programs and sessions including an annual department wide training calendar in accordance with the Fire Chief.

- Designs lesson plans, coordinates, and participates in the delivery of weekly training nights.
- Assists the Fire Chief with establishing goals, objectives, personnel requirements, and performance indicators for Fire Training.
- Participates in the coordination and oversight of annual member recruitment and recruit training programs.

Benefit from work-place

balance

Responds to emergencies.

- Participates in the Chief Officer on-call rotation schedule.

Promotes and models safety in the day-day operations of the Fire Department.

Assumes all duties and responsibilities of the Deputy Fire Chief in their absence.

Participates as required in the Town's Emergency Management program.

Qualifications

- A minimum of 5 years of related Fire Service experience.
- A minimum of 2 years as a Fire Officer or Supervisor. A suitable combination of experience and education may be considered.
- Must reside within 10 minutes of the Town of Sylvan Lake fire station.
- NFPA 1001, Level 1 & 2
- NFPA 1002 Aerial/Driver/Operator
- NFPA 1072 Operations & Awareness
- Standard First Aid CPR/AED "C."
- Alberta Class 3 with Q (air brake) endorsement driver's license.
- Acceptable Criminal Record/Vulnerable Sector check and drivers abstract.
- NFPA 1021 Level 1, NFPA 1021 Level 2 considered an asset.
- NFPA 1031 Level 1, NFPA 1031 Level 2 considered an asset.
- Alberta Safety Codes Officer Group B1/C1, Group B2/C2 considered an asset.
- NFPA 1033 is considered an asset.
- NFPA 1051 is considered an asset.
- NFPA 1041 Level 2 is considered an asset.
- NFPA 1403 Live Fire Instructor considered an asset.
- EMR/PCP designation considered an asset.
- ICS 100, 200, 300, 400 are considered assets.

The ideal candidate will have exemplary communication skills and the ability to work under pressure in a variety of challenging, high stress situations.

We offer competitive wages with an additional wellness component. Please indicate your interest by forwarding a resume and cover letter together with references and commitment to provide proof of your qualifications and experience to employment@sylvanlake.ca by April 30, 2024.



The Town of Sylvan Lake is an equal opportunity employer and strongly supports diversity in the workplace; all candidates who are authorized to work in Canada and meet the qualifications are welcome to apply. We thank all applicants for their interest in this position; however, only those candidates who are selected for an interview will be contacted.