

FULL-TIME EMPLOYMENT OPPORTUNITY IN FOREST FUEL MANAGEMENT Competition #2019-02

The First Nations' Emergency Services Society of British Columbia (FNESS) is a charitable not-for-profit organization, under the governance of a First Nations Board of Directors and assists BC First Nations in developing and sustaining safer, healthier and thriving communities. Our programs and services based upon prevention include Fire Training, Education and Awareness, Emergency Community Planning and Response, and Forest Fuel Management (FFM). The goals of a self-sustaining and resilient First Nations community must keep *safety* as a priority, as we support the development of community and professional capacity.

FNESS is expanding with exciting new initiatives to increase the capacity of First Nations communities within forest fuel management actions. Our team is looking for talented individuals passionate about making a difference for communities and empowering others across the province.

Do you have a dynamic ability in Communication Engagement and Outreach Expertise?

FNESS is currently inviting applications/resumes for the full-time position: COMMUNICATION OFFICER

This position is responsible for providing a critical role in developing and facilitating collaborative outreach and awareness programs, and activities to foster widespread community engagement in wildfire prevention. As the community engagement and outreach expert, the position requests a dynamic relationship builder and engaging communicator, able to adapt to various audience demographics, sizes and settings.

Duties and responsibilities of the position include, but are not limited to:

- Develops and implements multi-year engagement, outreach, awareness and communication plans consistent with provincial objectives for a comprehensive wildfire prevention, response and public safety program.
- Plans and develops curriculum projects, programs, campaigns and learning resources to promote public safety and wildfire preparedness, including FireSmart.
- Leads and participates in and/or facilitates a variety of workshops, forums, and round table discussions, technical and public meetings.
- Develops and promotes working relationships with internal and external partners, stakeholders, and government agencies to achieve program objectives.
- Prepares program management reports and documents such as briefing notes, feasibility reports, project documents, evaluation reports and business development documents.
- May assist with deployment and communications during activations.
- Assist with monitoring local, provincial and national news media to identify current and emerging issues or trends of significance to the branch.
- Supports the delivery of regional and provincial communications initiatives.
- Assist with development and implementation of media relations training requirements.
- Supports the production and distribution of communication publications.
- Participates on project teams, committees, working groups, and ensure project objective and deliverables are met.
- Participates in local public awareness program and special events.

- Leads and oversees the branch communications to ensure the public, media and stakeholders receive a consistent message containing accurate and timely information.
- Oversees the development of strategic and operational communication needs and recommends communication strategies to senior management.
- Oversees the development, production and implementation and innovative communications tools.
- Collaborates with Government Communications and Public Engagement (GCPE) on communication strategies to increase public awareness of wildfire response and prevention.
- Identifies, develops and implements media relations training requirements for staff, internal and external partners and stakeholders.

Applicants for this position should possess the following competencies:

- *Communicating effectively* involves good presentation skills (verbal and written), careful listening, problem framing and use of presentation technologies.
- *Planning, Organizing and Coordinating* involves proactively planning, establishing priorities and allocating resources. It is expressed by developing and implementing increasingly complex plans. It also involves monitoring and adjusting work to accomplish goals and deliver to the organization's mandate.
- *Relationship Building* is working to build or maintain ethical relationships or networks or contacts with people who are, or may be, potentially helpful in achieving work-related goals and establishing advantages. These people may include customers, clients, counterparts, colleagues, etc.
- *Results Orientation* is a concern for surpassing a standard of excellence. The standard may be one's own past performance (striving for improvement); and objective measure (achievement orientation); challenging goals that one has set; or even improving or surpassing what has already been done (continuous improvement). Thus, a unique accomplishment also indicates a *Results Orientation*.
- *Team Work and Co-operation* is the ability to work co-operatively within diverse teams, work groups and across the organization to achieve group and organizational goals.

Applicants for this position to possess willingness of the following:

- To be flexible regarding ongoing changes in responsibilities, assignments, and corporate structures.
- To keep current and emerging issues.
- To take in-house training and certification as required.
- To fly in aircraft (fixed wing and rotary) as required.
- To work extended hours; including weekends, and available on a standby with limited notice in accordance with the preparedness plan.
- To travel and overnight in remote locations where accommodations may vary as required.

Applicants for this position must possess the minimum following qualifications:

- Degree in communications or natural resource management plus 2 years related experience; or
- Degree in communications, public relations, or journalism, plus 1 year related experience; or
- Diploma plus 4 years related experience or
- Diploma in communications, public relations, or journalism, plus 3 years related experience;
- Grade 12 plus 6 years related experience or an equivalent combination of education and training; and related experience is defined as *communications and natural resource management*.
- Demonstrated experience facilitating groups whose members hold varying interests, in a natural resource context.
- Demonstrated experience in project management.
- Preference may be given to candidates with demonstrated knowledge of wildfire prevention.

- Preference may be given to candidates with a minimum of 1 year supervisory experience; or
- Experience in public relations, corporate communications or media relations in a large organization.
- Knowledge of general communications principles, concepts and methodologies including issues management, media relations and media productions.

We are looking for the right fit to support the FFM Department. The successful candidate must possess a valid BC driver's license, clear current criminal record check, and/or Criminal Records Review Act (CRRA) check, and/or enhanced security screening check as required by the ministry. And be required to supply a current driver's abstract. Wage dependent on education and experience in the field.

Preference may be given to individuals who self-identify as being of Indigenous ancestry.

Position will remain open until a successful candidate is found to join the team.

Please forward a current resume and cover letter to:
Brent Langlois
FNESS Executive Director

First Nations' Emergency Services Society of BC
102-70 Orwell Street, North Vancouver, BC V7J 3R5
Email: HR@fness.bc.ca
Or, Fax (604) 669-9832