
Emergency Coordinator

The RM of Piney welcomes applications for the position of Emergency Coordinator for the municipality. The position of Emergency Coordinator is not a full time position. The expectations is that this position will require approximately 2 hours weekly to complete the necessary tasks of managing the Emergency Plan. The Emergency Coordinator should be aware of all components of the Emergency Plan.

The successful candidate should possess the following qualifications:

- Grade 12 Education (working knowledge of Microsoft Office)
- Interpersonal skills to deal with the public, volunteers and other employees
- Strong organizational skills
- Class 5 license and transportation

The successful candidate would also possess the following knowledge, abilities and experience:

- Minimum of 5 years' experience in emergency response
- Proven experience in management
- A clear understanding of Incident Command Structure (ICS)
- Proven experience in providing strong leadership and training to a diverse group of volunteers
- Ability to maintain an effective training program for the Emergency Plan
- The ability to communicate and develop Mutual Aid Agreements

The Emergency Coordinator is responsible for ensuring that the RM of Piney's Emergency Plan meets the requirements of the Manitoba Emergency Measures Act. This would include the organization, development, revision and direction of the Emergency Plan in order to ensure and limit the loss of life, property or injury as a result of an emergency.

Applications will be accepted until noon on Friday April 24, 2015. Please submit applications marked Emergency Coordinator and inquiries to:

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