



Employment Opportunity

The Township of Minden Hills is seeking the following Full Time position:

Deputy Fire Chief and Safety & Training, Fire Prevention Officer

Reporting to the Fire Chief, the Deputy Fire Chief and Safety & Training, Fire Prevention Officer (Deputy Fire Chief) is responsible for the overall administration of safety, fire prevention and training programs within the Fire Department and will assist with safety training courses for all Township of Minden Hills employees. The Deputy Fire Chief is responsible for the development and administration of the fire inspection and life safety programs and for providing public education activities. At the scene of emergencies, the Deputy Fire Chief is responsible and accountable for the department incident command system until relieved by another officer, if required. In the absence of the Fire Chief and as required, the Deputy Fire Chief will assume overall command of the Department.

Minimum Qualifications:

- Strong communication skills, both verbally and in writing, in order to communicate effectively both on the fire ground and in managing the safety and training programs.
- Competency in the development and delivery of training programs.
- Proficiency and experience with word processing (MS Word), spreadsheets (MS Excel), presentation (MS PowerPoint), Agenda software and database programs.
- Strong planning/time management and organizational skills.
- Sound knowledge of related legislation, pertinent to environmental services and property operations such as technical standard and safety act, OHSA, fire protection and prevention act, occupational H&S act, Ontario fire and building codes, emergency management and civil protection act etc.

The ideal candidate will possess:

- A minimum of five (5) years' of experience in a related position with progressively responsible emergency service, management, and incident command, experience is required.
- Accreditation through a National Fire Training Academy or technical school graduation is required.
- Specific certifications required for this position (or equivalent), or the ability to obtain within a two (2) year period, include:
 - NFPA 1001 Level 2 (Fire Fighter)
 - NFPA 1002 (Apparatus Driver/Operator)
 - NFPA 1021 Level 2 (Fire Officer)
 - NFPA 1033 Fire Investigator Level 1

- NFPA 1031 Fire Inspector Level 1
- NFPA 1035 Fire & Life Safety Educator
- NFPA 1041 Level 2 (Fire Service Instructor)
- Current First Aid and CPR-C certification
- Valid Class “DZ” drivers licence for the Province of Ontario.

Preference will be given to those candidates who possess the following:

- Ice Rescue, Confined Space Rescue and/or Dangerous Goods Operations;
- NFPA 1521 Incident Safety Officer;
- WHMIS, First Aid, TDG Instructor certificate.
- NFPA 1031 Fire Inspector Level 2
- NFPA 1033 Fire Investigator Level 2
- NFPA 1006 Technical Rescue Level 1 & 2

Salary will commensurate with experience and skills.

Prior to the final selection for this position, the candidate shall be required to provide, at their own expense, a Vulnerable Sector Check from the Ontario Provincial Police or appropriate Police Force and Driver’s Abstract.

Please refer to the Position Description for further requirements and accountabilities, obtained on our website at www.mindenhills.ca, by calling 705-286-1260 ext. 313 or by emailing sprentice@mindenhills.ca.

This is an open call for applications until the position has been filled. Qualified applicants are invited to submit a letter of application together with a detailed resume of education and experience to:

**Employment Opportunity
Deputy Fire Chief
Township of Minden Hills
7 Milne St, PO Box 359, Minden, ON K0M 2K0**

Attention: Shannon Prentice, Deputy Clerk, or email sprentice@mindenhills.ca

We thank all applicants for applying, but only those candidates selected for an interview will be contacted. Personal information and supporting material is used in accordance with the **Municipal Freedom of Information and Protection of Privacy Act**. If you are contacted by the Township of Minden Hills regarding a job opportunity or testing, please advise if you require accommodation. Information received relating to accommodation needs of applicants will be addressed confidentially. Persons with a disability preventing them from applying on-line should contact the Clerk’s Department at 705-286-1260 to discuss alternative solutions.