



A great place to work starts with you!

With a population of 32,097, Parkland County offers a range of municipal services and a vibrant mix of agricultural, residential, industrial and recreational opportunities. This unique rural area is situated on the west outskirts of Edmonton, just 20 minutes from downtown, and stretching over 2438 sq. km. of picturesque landscapes.

Now Hiring: Emergency Preparedness Program Manager (Competition #24-26)

Parkland County has an opportunity for a *permanent, full-time* Emergency Preparedness Program Manager in the Fire Services Department. Reporting to the Fire Chief, this position will support the Emergency Management program across all four pillars of Preparedness, Mitigation and Prevention, Response, and Recovery. The position ensures ongoing readiness of the Incident Management Team (IMT), recruits and trains organizational staff from other business units, reviews Emergency plans, and assists in the ongoing compliance with provincial regulations. This position will also participate in ongoing professional development opportunities, public education, preventative maintenance, and other duties as required.

The ideal candidate for this position will have the following:

- Post-secondary education in Emergency Management, Risk Management, or related program.
- ICS 100, 200, and 300 certifications. ICS 400 certification would be considered an asset.
- Five to seven years of experience in emergency preparedness/response program development and delivery.
- Project coordination and management experience including detailed planning activities and developing documentation.
- Organizational, communication, team building, coaching, interpersonal and public relations skills.
- Computer proficiency, including Microsoft Office 365 applications.
- Valid Class 5 Driver's License. Upon hire, a satisfactory current Driver's Abstract must be provided.

The total rewards package for this position includes:

A starting annual salary of \$82,300 - \$102,800 based on a 35-hour work week and the option to join the Earned Day Off Program.

In addition, extended health and dental benefits, access to our confidential Employee and Family Assistance Program, paid sick time, three (3) weeks vacation a year with your birthday off, flexible work arrangements allowing remote work options (based on position's needs), and up to 7 personal days per year are offered. Our organization offers access to physical fitness including an employee on site gym and lunch exercise programs, a Social Club, a wellness, safety and health committee, and a comprehensive training program with extensive learning and development opportunities. Visit our careers page to view the complete Total Rewards Package for this position!

Additional Information

Interested Candidates are Invited to Apply Online at careers.parklandcounty.com by Friday, March 8, 2024, at 4:00p.m.

We thank all applicants in advance for their interest; however, only those selected for further consideration will be contacted. Applications will only be considered through the Parkland County website.

We are committed to fostering an inclusive workplace that welcomes, respects, and values the multivariate diversity of current and prospective employees. We strive to provide reasonable access and accommodation throughout the recruitment and employment process. If you have any questions regarding this, please connect with our team at humanresources@parklandcounty.com