



**Fire Department – FireSmart Coordinator  
(Full-time, Permanent)**

**Respect – Pride – Professionalism – Teamwork - Trust**

These values are the hallmarks of a great Firefighter. If you hang your hat on these attributes today, you may be ready for a hat that demonstrates your passion and commitment to protecting life, property and the environment.



We are seeking an individual who will “Take Care of Banff” by providing leadership and direction in the development, management, implementation and administration in support of wildfire preparedness, prevention, and mitigation. You apply a variety of methods to deliver and establish comfort with residents and businesses through public education, assessments, and mitigative work to reduce community wildfire risk. These accountabilities are combined with support and participation in Firefighter training programs.

The Town of Banff’s Fire department has a reputation and proven track record of outstanding fire prevention and protection. This role is a cornerstone of the delivery of protective services to the community of Banff and its surrounding areas. As a new position, accountabilities in the current position description may be updated to meet the evolving needs of the services and the department structure. Adaptability with the implementation of emerging priorities and scope is expected in the successful candidate in this role.

Applicants must demonstrate the following:

- Post-secondary education in related fields of Business or Public Administration or Fire Services.
- Minimum of 5 years’ work experience in a municipal fire department requiring:
  - NFPA 1001 Level 1
  - FireSmart Neighbourhood Recognition Program Specialist (Local FireSmart Representative)
  - FireSmart Home Ignition Zone Specialist (Advance FireSmart Home Assessor)
  - ICS 200 or greater with anticipation of attaining ICS 300
  - Class 3Q Alberta driver’s license and clear drivers abstract required on hire.
  - Complete RCMP security with vulnerable sector clearance required on hire.

If you are ready to learn, to join an experienced team of responders and to contribute even more to our community this is an opportunity for you. The salary range for this position is between \$67,000 and \$80,000 per year and is eligible for group health and retirement benefits and non-traditional benefits available to all Town of Banff employees.

**“Taking care of Banff: our Community, our People, our Park.”**

To apply please submit a copy of your resume and cover letter, no later than January 24, 2025 to:

Email: [jobs@banff.ca](mailto:jobs@banff.ca)

Fax: 403.762.1260

Deliver: Town Hall, 110 Bear Street, Town of Banff, Alberta

**We appreciate the interest of all applicants, but only those candidates selected for an interview will be contacted.**

**For more information about why the Town of Banff could be your next great career move, please visit [banff.ca/careers](http://banff.ca/careers).**