

Employment Opportunity

Deputy Chief of Operations & Logistics Services

Permanent Full-time

The Town of Morinville is seeking an experienced and dedicated fire service leader to join Morinville Fire Services as Deputy Chief of Operations & Logistics. Reporting to the Fire Chief/Manager, Community Safety Services, this position provides strategic leadership to align fire service delivery with community growth, risk profiles, and Council-approved service levels, with primary accountability for operations, fleet services, logistics, and emergency management. In the absence of the Fire Chief, the Deputy Chief shall act as Fire Chief and represent Morinville regionally, provincially, and nationally. The successful candidate must be a motivated self-starter who can respond calmly and manage incidents of varying scales and levels of complexity.

Key Responsibilities:

- Direct day-to-day fire hall operations: ensure the department operates in accordance with Council's mandate, organizational principles, applicable legislation, and National Fire Protection Association (NFPA) standards.
- Oversees a team of paid-on-call Fire Services Employees. Provides clear expectations, coaching, and performance management; takes an active role with HR in recruitment, training, deployment, attendance management, discipline, and promotions.
- Manage fleet services, preventative maintenance programs, and the Fire Equipment Replacement Plan.
- Respond to emergency incidents; function as Incident Commander, as required, or division supervisor at all-hazard incidents; drive and operate heavy apparatus as required.
- Develop, implement, and coordinate department programs, Standard Operating Guidelines (SOGs), policies, and procedures across all aspects of fire department operations.
- Prepares and maintains reports, records, and budget documentation for the Fire Chief and Council; supports the development of annual operating and capital budgets aligned with municipal priorities, including assisting with tender documentation, and attends Council or Committee meetings as required.
- Remain abreast of legislative and regulatory changes, industry best practices, and represent Morinville at Provincial and Regional Fire Chiefs' meetings and external functions as directed.
- Build and sustain a high-morale department grounded in integrity, trust, and respect; serve as a mentor and positive role model for the career development of all fire service members.
- Ensure all members comply with the organizational OH&S program; accountable for job site health and safety per the OHS Act and Workers' Compensation Act, including worksite safety inspections, audits, and local emergency planning and training.
- Maintain a current and compliant Municipal Emergency Management Plan; demonstrate working knowledge of applicable provincial legislation, ICS framework, and coordination with regional mutual aid partners and provincial agencies.

Requirements:

- Minimum 10 years of fire service experience (volunteer or career), including a minimum of 5 years in a Fire Services supervisory role.
- Minimum Grade 12 Diploma or GED; Certificate in Fire Management and Leadership preferred.
- NFPA 1001 Level 2 and NFPA 1002 Chapters 4, 5, and 6 Professional Fire Fighter qualifications (or equivalent).
- NFPA 1021 Level 1 Fire Officer certification (or equivalent).
- Incident Command System I-100 and I-200 certification. (I-300 preferred)
- Blue Card Command Certification Program.
- Alberta Safety Codes Officer Fire Discipline designation, Fire: Group B (preferred).
- Valid Alberta Class 3 driver's licence with Q (Air Brakes) endorsement.
- Must have and maintain a valid CPR Level "C" and Standard First Aid certificate (HCP preferred).
- The successful candidate is required to provide a satisfactory Vulnerable Sector Criminal Record Check and Drivers Abstract consent form.
- Administration knowledge and skill base in budgeting, policy development, staffing, and agreement administration; proficiency with Microsoft Office; experience with fire systems software is an asset.
- Ability to execute strategy, develop and implement new programs and policies, and manage incidents decisively; demonstrated ability to work with fellow employees and other organizational departments.

Compensation/Hours of Work: Annual salary range of \$103,886 to \$124,045 (7 Step Grid), based on a 35-hour work week. We offer a comprehensive benefits package including Pension, professional development opportunities, and a supportive work environment.

Application Deadline: Sunday, May 10, 2026.

To apply to this position, please visit www.morinville.ca/careers

We thank all applicants for their interest; however, only those under consideration will be contacted.

The Town of Morinville values and supports diversity and inclusion in the workplace and encourages all qualified individuals to apply. Accessibility accommodations are available upon request for candidates participating in all aspects of the selection process.