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# Contract Opportunity

## Emergency Management Lead – Juan de Fuca

Status	<b>Contract</b>
Rate of Pay	<b>\$2,916 per month (\$35,000 per year)</b>
Review of submissions begins	<b>4:00pm on January 6, 2025</b>

### Summary

The Juan de Fuca (JDF) Emergency Program (EP) supports local communities within the JDF Electoral Area. The Emergency Management Lead (EML) facilitates the JDFEP on behalf of Capital Regional District (CRD) Protective Services, managing day-to-day program business and providing direction on training, risk mitigation, planning, emergency response and recovery.

The contractor will be responsible for coordination of the JDFEP, ensuring alignment with CRD emergency plans and developing community relationships with key stakeholders.

This position is ideal for people who are seeking to apply their previous emergency management training and experience to JDF.

### Program Objectives

- Ensure coverage of JDFEP Duty Officer with assistance from EP Deputies.
- Act as Director for the JDF Emergency Operations Centre (EOC) during a disaster or emergency event.
- Oversee volunteer coordinators of Emergency Social Services (ESS) and the Neighbourhood Program.
- Facilitate community-based activities such as training, planning, and/or ESS exercises.
- Perform regular reviews of the JDF Emergency Plan, ensuring it is up-to-date and aligned with CRD emergency plans.
- Assist with emergency management in other CRD Electoral Areas when required.
- Provide program updates to the CRD Emergency Manager or designate.

### Competencies

- Emergency management training in the areas of preparedness, mitigation, response, and recovery
- Familiarity with pager and basic radio operations
- Proficiency with basic computer and email functions
- Must reside in JDF
- Ability to work at various times; including weekdays, weekends, holidays, and evenings
- Must possess a valid BC Driver's License

Completion of, or a willingness to complete (as provided by CRD Protective Services):

- Introduction to Emergency Management in Canada
- Introduction to Emergency Operations Centre
- Introduction to Emergency Social Services

Preference granted to those that have experience working/volunteering in emergency/disaster management, emergency preparedness, or emergency services preferably in a local government or interdisciplinary team environment.

### Submissions

Please submit your resume and covering letter to [canderson@crd.bc.ca](mailto:canderson@crd.bc.ca) and [scarby@crd.bc.ca](mailto:scarby@crd.bc.ca).

For further information please contact Corey Anderson, Manager of Emergency Programs: [canderson@crd.bc.ca](mailto:canderson@crd.bc.ca)

