**Job Posting**

**Manager of Community Safety and Fire Chief**

The Town of Moosonee is looking for a Manager of Community Safety and Fire Chief. Moosonee, “the Gateway to the Arctic” is located on the Moose River in Northern Ontario. The municipality serves as the Transportation and Service hub for the James Bay Communities and has a population of approx. 2500.

Reporting to the Chief Administrative Officer (CAO), the Manager of CSFC is a member of the Senior Management Team and would be responsible for leading the Moosonee Volunteer Fire Department which has ~20 volunteer fire fighters and three apparatus. The Fire Chief would lead fire training, create a team-oriented environment, recruit and retain volunteers, and engage with the community. The position would be the on-site liaison for our outsourced Chief Building Official and our outsourced By-law Enforcement Officer. This position would also manage the Animal Control Officer and assist when needed. The Manager of Community Safety and Fire Chief will ensure that the Town is safe and in compliance with By-law, Building Code, and Fire Code. This position would be responsible for the education and prevention, enforcement, and protection of the community. They would work collaboratively within and outside the organization to identify opportunities, manage budgets and expenses, and ensure long-term community safety and prosperity.

**Desired Qualifications, Experience, and Skills:**

* A combination of education and experience in Fire Fighting, Protective Services, or other related industry training.
  + 1001/2 Training completed or willingness to obtain.
* 5+ years’ management experience or leadership experience.
* Passionate about learning and teaching. Experience in training would be an asset.
* Experience with grant funding opportunities and budget management is strongly preferred.
* Strong communicator over various mediums including reporting, applications, proposals, presenting, and interpersonal skills is required.
* Must be a self-starter who is passionate about their community (Moosonee).
* Able to manage multiple priorities and balance the Fire Department with the other community safety pieces.
* Proficient in computer applications such as MS Word, Teams, and Municipal software.
* Ability to follow policies, meet deadlines, function well under pressure, and respond to frequently changing demands and lead a team.
* Attendance at weekly training meetings is required and evening Council meetings when necessary.
* Able to be on-call on weekdays and some weekends. Rescue-1 truck provided while on-call.
* Candidates must have a valid Ontario driver’s license; DZ license preferred (willingness to obtain).

The Town of Moosonee offers a competitive compensation package ($100k+) and excellent benefits, including the OMERS Pension Plan and travel benefit. Interested candidates are invited to submit a cover letter and resume via email to:

Victoria Hutchison, CAO, Town of Moosonee Email: [cao@moosonee.ca](mailto:cao@moosonee.ca)

**SUBMIT APPLICATIONS BY: Monday, April 14th at 4:00PM**

*In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information collected will be used only for the purposes of this employment opportunity. The Town of Moosonee is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Please contact us if you require this posting in an alternate format. If contacted for an interview, please advise if you require accommodation. We thank all candidates who apply but advise that only those persons selected for an interview will be contacted.*