



PEACE RIVER REGIONAL DISTRICT

**Employment Opportunity**  
**FIRE CHIEF**  
**CHARLIE LAKE VOLUNTEER FIRE DEPARTMENT**  
**Full-time Permanent Position**

Join the Peace River Regional District team in the mighty Peace Region of northeastern BC – world renowned for our friendly people, spectacular outdoor recreation and linkages to the Yukon and Alaska. The Peace River Regional District is the largest local government in the province, encompassing four electoral areas and seven member municipalities, with a total population of approximately 62,000, in its vast 120,000 square kilometers.

One of our fastest growing rural communities is Charlie Lake - a thriving residential, recreational, small-business focused community - with a sub-regional population of approximately 3,500 in the fire protection area. Charlie Lake is situated 8 km northwest of the City of Fort St. John, B.C., along the famous Alaska Highway, on the shore of the lake by the same name.

The Regional District is seeking an energetic and qualified individual for the position of Fire Chief, Charlie Lake Volunteer Fire Department. Reporting to the Regional District's General Manager of Community Services or designate, the Fire Chief is responsible for managing all aspects of the volunteer fire department, including administration, volunteer recruitment and management, fire suppression, and fire prevention activities. The ideal Fire Chief will be a forward thinker, providing strategic direction to develop and implement policies and actions to ensure the continuity of fire protection service in the Charlie Lake area. The ideal candidate will possess strong interpersonal and leadership skills and excels at building effective working relationships with volunteers, the general public, elected officials, Regional District staff and mutual aid partners. Experience in training volunteers is a must, as the Department has 14 of its 29 members trained to NFPA 1001 Level 2 certification standards.

**Desirable Position Requirements:**

- Post-secondary degree in business or public administration or a fire related discipline plus a minimum of 5 years of satisfactory service as a Fire Captain
- Satisfactory completion of the Evaluator Certification Workshop through the Justice Institute of BC
- Satisfactory completion of NFPA 1001 Level 2
- Satisfactory completion of Fire Inspector training through a recognized institution
- Enrolled in Fire Officer training with satisfactory completion of a minimum of Fire Officer II (preferred)
- First Responder Level 3 First Aid

**diverse. vast. abundant.**



## PEACE RIVER REGIONAL DISTRICT

- Knowledge and training in BCERMS and Incident Command System (ICS); minimum ICS 300 completed
- Advanced computer skills, including ability to produce reports and plans
- Valid B.C. Class 3 Driver's License with air brake endorsement; clean driver's abstract required
- Satisfactory review of a current criminal record and vulnerable sector check

*A combination of education and experience may be considered*

This is a full-time exempt position with a competitive salary and benefit package commensurate with the successful applicant's qualifications and experience. A detailed job description is available at:

<https://prrd.bc.ca/employment/>

Applicants are invited to submit their resumes, complete with cover letter and references "in confidence" to:

Peace River Regional District

Attention: Kelsey Bates, Executive Assistant

E-mail: [hrprrd@prrd.bc.ca](mailto:hrprrd@prrd.bc.ca)

Box 810, Dawson Creek, BC, V1G 4H8 Phone: 1-800-670-7773 Fax: 1-250-784-3220

**Closing date for this opportunity is 4:00 p.m. on August 13, 2018**

*We thank you for your interest, however, only those applicants selected for interviews will be contacted.*

**diverse. vast. abundant.**