



Regional District of Bulkley-Nechako FireSmart Summer Position

The Regional District of Bulkley-Nechako is hiring two FireSmart summer positions in the Protective Services Department. These are 35 hour per week positions that begin on May 8, 2023, and end on August 25, 2023. Start and end dates are negotiable. Work schedule may require flexible hours (evenings and weekends). The wage for these positions will be \$22.57 per hour.

The successful candidates will have a willingness to research and learn about FireSmart, emergency preparedness public safety education, and will have knowledge of the RDBN including geography, culture, and industry.

Responsibilities and Duties:

Reporting to the Director of Protective Services, the employee will assist with engaging in FireSmart communications with the residents of the RDBN as well as organizing and reporting on FireSmart outreach. Duties will include social media, organizing, planning, and participating in events, and meeting with property owners.

- Organize, plan, and participate in events to accomplish the goal of educating the public about FireSmart principals.
- Participate in public events throughout the region to promote the FireSmart program and emergency preparedness.
- Develop and manage FireSmart social media content.
- Other related duties as required.

Skills and Qualifications:

- Strong written and oral communication skills including exceptional presentation and public speaking.
- Ability to communicate effectively both verbally and in writing.
- Demonstrates exceptional interpersonal skills and ability to deal tactfully with co-workers and the public on various matters.
- Proficient in the use of information technologies (computers, mobile devices, etc.) including familiarity with presentation development tools, education programs, and social media applications.
- Ability to work independently and as part of a team.



- Valid BC driver's license and ability to independently travel within the region as required.

Resumes will be accepted until 4:30 pm, Friday, March 31, 2023, and should be addressed to:

Deborah Jones-Middleton, Director of Protective Services

Subject Line: FireSmart Summer Position

Email: hr@rdbn.bc.ca

Mail: PO Box 820, Burns Lake, BC V0J 1E0