



Job Opportunity: Emergency Management Program Coordinator

Who We Are

The Mikisew Cree First Nation (Mikisew) has lived on the ancestral lands of the Athabasca Delta and Wood Buffalo National Park in northeastern Alberta since time immemorial. The lives of our members are linked to the land and to a close understanding of traditions, history, and a natural way of life. Many of our members live in the hamlet of Fort Chipewyan, and our traditional lands range over a large portion of Athabasca oil sands deposits. For nearly 30 years, our wholly owned business arm has worked toward the long-term, sustainable economic progress of our Nation and its members through employment and significant investments in education, training, social programs, and infrastructure.

Mikisew Cree First Nation is seeking an Emergency Management Program Coordinator to enhance the Nations coordination of its emergency management capacity and response to activities that include planning, preparing and response to emergency events.

Reporting to the Health Director the successful candidate will work closely with other departments, community organizations, First Nations, governments, and municipalities. Exceptional public speaking skills are required to communicate with members and stakeholders clearly, and excellent critical thinking skills to make decisions quickly in stressful situations.

This is a one-year contract position-based Fort McMurray or Fort Chipewyan with the possibility to extend fill time based on securing a longer-term commitment from the government. The anticipated start date is May 23rd, 2023.

Responsibilities

The Emergency Management Program Coordinator is responsible for supporting clients through challenges and unhealthy cycles while providing care and resources to support them. The Crisis prevention worker will report into the Health Office and additional responsibilities include:

- Build partnerships with the federal, provincial, municipal and NGOs.
- Assist in enhancing community emergency management capacity and host training sessions on preparedness and planning.
- When appropriate, assist with implementing the individual participating communities Emergency Management plans.



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- Participate in training, workshops, and mentoring as identified in the personal learning plan.
 - Assist in drafting funding proposals, filling out funding applications, helping to coordinate and allocate emergency management-related funding and ensuring that all reports are completed on time.
 - Support undertaking threat, risk, and vulnerability assessment (TRVA) and making mitigation recommendations, including performing ongoing environmental scans TRVAs for food security/safety warming shelters, backup generators, and demographics.
 - Other duties as required.

Qualifications

- Experience working with Indigenous populations.
- Must have First Aid and CPR certificate.
- Current Applied Suicide and Intervention training.

Other Requirements

- Possess valid Class 5 AB driver's license and own or access to a vehicle.
- Willingness and ability to work after hours and/or weekends when required.
- Willingness to submit to oath of confidentiality.
- Willing to work flexible schedule. Combination of in-office and at community locations.
- Must provide and possess a clear criminal record vulnerable sector check.
- Ability to speak and/or understand the Cree language (or another applicable First Nation language) would be beneficial.

How to Apply

If you or someone you know is interested, please send your resume to betty@impacthr.ca. Application deadline is, until a suitable candidate is found.

We thank all who apply but we will only be contacting those selected for an interview. Thank you!