

Manitoba Government Job Opportunities

Wildfire Training & Development Coordinator

RX3 Resource Ext Off 3

Regular/full-time

Economic Development, Investment, Trade and Natural Resources

Manitoba Wildfire Service, Wildfire and Enforcement

Winnipeg MB

Advertisement Number: 42479

Salary(s): RX3 \$65,458.00 - \$79,019.00 per year

Closing Date: April 21, 2024

The Manitoba government recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation. The Manitoba government supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).

Employment Equity is a factor in selection for this competition. Consideration will be given to women, Indigenous people, visible minorities and persons with disabilities.

Candidates who do not meet all essential criteria may be considered on an underfill basis at a commensurate rate of pay.

An eligibility list may be established to fill current and future for regular, term, part-time and/or full-time positions throughout the province and if established will remain in effect for up to 12 months.

Introduction

The Economic Development, Investment, Trade and Natural Resources is seeking a qualified individual to fill the position of Provincial Fire Training and Development Supervisor in Winnipeg.

The Manitoba government has a comprehensive benefits package which includes extended health care, health spending account, dental care, vision care, long term disability insurance, group life insurance, maternity/paternity leave, family related leave, and a defined pension plan (some pension plans allow for portability between the Civil Service Superannuation Board and employers).

Conditions of Employment:

- Must be legally entitled to work in Canada
- Must possess and maintain a valid Full Stage Class 5 driver's license.
- Must be willing and able to work extended hours and weekends periodically, as required.
- Must be willing and able to travel periodically throughout the province of Manitoba.

Qualifications:

Essential:

- University Degree or technical school diploma in an approved Resource Management program or related field, with experience in wildfire management and suppression including: coordination, preparedness and detection, or an acceptable equivalent combination of education, training and experience.
- Experience developing, implementing, facilitating and evaluating training programs.
- Strong interpersonal skills including working in a team environment.
- Strong verbal communication skills including effective presentation skills.
- Excellent leadership skills including the demonstrated ability to mentor, coach and provide guidance.
- Ability to work independently with strong organizational and time management skills.
- Strong written communication skills.
- Demonstrated experience working with Microsoft Office (Word, Excel, Outlook, Access) or similar computer applications.

Desired:

- Experience supervising staff.
- Knowledge of related safety legislation and safe work practices.
- Experience in financial management.

Duties:

This position is responsible to coordinate and provide expertise in the delivery of the Fire Program's training and development services. Other duties and responsibilities include: developing, implementing and supporting technical and operational training, and the development of standards and specifications. This position also involves researching, designing, writing, publishing and evaluating a variety of training and safety materials as well as, coordinating, scheduling, and at times facilitating training courses.

Specifically, this position coordinates the provincial Qualifications and Certification Program and manages a provincial training and certification database using established technologies. In addition, this position oversees all provincial fire management training, training related projects, and manages contractors. The incumbent chairs the Provincial Training Working Group and may represent Manitoba on the National Training Working Group and the Great Lakes Forest Fire Compact Training Working Team. This position also fulfills roles in the Provincial Fire Centre and various roles on fire action across the province when required during the operational wildfire season.

Apply Now:

Advertisement # 42479
Talent Acquisition
Human Resource Services
600-259 Portage Avenue
Winnipeg, MB, R3B 2A9
Phone: 204-945-7518
Fax: 204-945-0601
Email: govjobs@gov.mb.ca

WHEN APPLYING TO THIS POSITION, PLEASE INDICATE THE ADVERTISEMENT NUMBER AND POSITION TITLE IN THE SUBJECT LINE AND/OR BODY OF YOUR EMAIL.

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process. When applying to this position, please indicate the advertisement number and position title in the subject line and/or body of your email. Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications.

Please be advised that job competitions for represented positions may be grieved by internal represented applicants. Should a selection grievance be filed, information from the competition file will be provided to the grievor's representative. Personal information irrelevant to the grievance and other information protected under legislation will be redacted.

We thank all who apply and advise that only those selected for further consideration will be contacted.

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Any personal information provided including employment equity declarations will be used for employment and/or statistical purposes and is protected by The Freedom of Information and Protection of Privacy Act.

Alternate formats available upon request