



TRAINING OFFICER Competition 22-05

FNESS is currently inviting applicants for the position (multiple positions): Training Officer

The First Nations' Emergency Services Society of British Columbia (FNESS) is a not-for-profit organization, as well as a registered charity, under the governance of a First Nation Board of Directors. FNESS assists BC First Nations in developing and sustaining safer, healthier and thriving communities. Our programs focus on Awareness, Preparedness, Mitigation and Recovery.

FNESS is looking for qualified individuals to work as Training Officers with Emergency Management programs and other assigned training subjects. This role reports to the Training Manager.

DUTIES AND RESPONSIBILITIES (include, but are not limited to)

- Developing course outlines and lesson plans that meet program and industry requirements as well as reflect FNESS and our brand and approach to learning.
- Presenting lesson plans on scheduled class days in an engaging and well-communicated manner.
- Supporting various learning styles by providing several strategies for consuming the same content.
- Show mentoring and coaching to individuals that require the additional support and guidance.
- Assess students fairly on course material, projects, exams, and other objectives according to pre-established assessment methods.
- Providing students with access to assessment method guides/rubrics before and after assessments as well as constructive feedback when needed.
- Adjust course outlines on an annual basis to ensure information is up-to-date and relevant.
- Stay up to date on trends and changes in the industry/field through personal research as well as attending seminars, conferences, etc.
- Perform other Training Officer duties and responsibilities as required, and as directed by the Training Manager.

Instructor Core Skills:

<ul style="list-style-type: none"> • Organization • Respect for others • Time management • Cultural sensitivity • Presentation skills 	<ul style="list-style-type: none"> • Interpersonal communication • Flexibility • Patience • Engagement • Mentoring 	<ul style="list-style-type: none"> • Fairness • Empathy • Friendly personality • Planning • Assessments
--	---	--

EDUCATION/TRAINING/EXPERIENCE

- Grade 12 education.
- Certificate in Emergency Management.
- Provincial Instructor Diploma or other recognized training programs. Combination of training and education may be accepted.
- 7-10 years experience in the Emergency Management field
- Must enjoy presenting information in front of a large audience and have a passion for people
- Experience using computer systems and proficient with Microsoft Office Programs

PREFERRED QUALIFICATIONS

- Diploma or Degree in Emergency Management.

We are looking for the right fit to support the Preparedness and Response Division. The successful candidate must possess a valid Class 5 BC driver's license, a clear current criminal record check (vulnerable section) and will be required to supply a current driver's abstract. Wage and title will be dependent on education and experience in the field.

Preference may be given to individuals who self-identify as being of Indigenous ancestry.

TERMS: Full Time Employment Agreement

LOCATION: Remote Work

HOURS OF WORK: Monday to Friday 8:00 a.m. – 4:00 p.m.

Deadline for receiving applications is: Will remain open until filled. Only successful candidates will be contacted.

Please forward a current resume and cover letter to: HR@fness.bc.ca

Attn: Corporate Services Manager

First Nations' Emergency Services Society

102-70 Orwell Street

North Vancouver, BC, V7J 3R5

Email: HR@fness.bc.ca

Fax: 604.669.9832