



Join Our Team!

# LAKE BABINE NATION

POSTED: FEBRUARY 24, 2020;

DEADLINE: MARCH 6, 2020 AT 12:00 PM

## COMMUNITY PREPAREDNESS COORDINATOR ( 6 MONTH TERM)

*This position will help achieve project goals by implementing and maintaining Community Preparedness Plans in a culturally safe and holistic way by providing training for community members in emergency response, as well as training for scenarios including assault, rape, disappearance, drug abuse, etc. The Community Preparedness Coordinator will be the point of contact for community members with emergency needs and questions.*

### RESPONSIBILITIES

- Facilitate and plan community meetings
- Facilitate and plan workshops for Sexual Exploitation/Human Trafficking in communities/schools/Youth
- Develop and maintain Community Preparedness Plans
- Develop and implement presentations and training material for community meetings, conference calls and other gatherings
- Prepare an inventory of community services for emergency preparedness, including developing emergency response plans where needed (e.g., rape response)
- Connect to community and regional emergency services
- Attend select meetings and travel to events when necessary (including Lake District Interagency meetings, local and Regional sessions on this issue)
- Share ideas for potential research and operational improvements and implement where approved.
- Collect feedback from communities on work camp concerns and bring feedback to the Work Camp team; and
- Other duties as assigned.

### QUALIFICATIONS

- High School Diploma or equivalent
- Class 5 Driver's License with Reliable Vehicle an Asset
- Verbal and Written communication skills
- Time Management Skills

**APPLY NOW!**

Philine West, *Human Resources Assistant*

T: (250) 692-4700 | TF: 1-888-692-3214

E: [philine.west@lakebabine.com](mailto:philine.west@lakebabine.com)

*Successful candidates of short-listing will be contacted*