



**EMERGENCY SOCIAL SERVICES DIRECTOR
and
DEPUTY EMERGENCY SOCIAL SERVICES DIRECTOR**

If you are energetic, motivated, and organized and have a few spare hours a month, then the District of Sparwood has two (2) very rewarding opportunities for your consideration. These volunteer positions will provide an opportunity for positive involvement in the community.

EMERGENCY SOCIAL SERVICES DIRECTOR (ESSD):

Appointed by Council, the Emergency Social Services Director (ESSD) will be responsible for recruiting a team of volunteers to organize and staff reception centres and arrange for shelter, clothing, food, and other emergency needs to the public in the event of a community emergency.

The successful applicant will have good leadership skills, be a team player as well as being a warm, caring, and community orientated person who can work under stressful situations.

The Emergency Social Services Director (ESSD) will receive a stipend for program activity and Emergency Social Services Director (ESSD) duties at the rate of \$250/month for required work.

DEPUTY EMERGENCY SOCIAL SERVICES DIRECTOR (DESSD):

Appointed by Council, the Deputy Emergency Social Services Director (DESSD), reporting to the Emergency Social Services Director (ESSD), will be responsible for assisting in the recruitment of a team of volunteers to organize and staff reception centres and arrange for shelter, clothing, food, and other emergency needs to the public in the event of a community emergency.

The successful applicant will have good leadership skills, be a team player, be a warm, caring, and community orientated person who can work under stressful situations.

In the absence of the Emergency Social Services Director (ESSD), the Deputy Emergency Social Services Director (DESSD) will receive the Emergency Social Services Director's (ESSD) stipend or a portion thereof based on daily increments.

TRAINING:

Training provided through various provincial and federal agencies.

TO APPLY:

Applicants are invited to provide a cover letter and resume detailing related experience and education. Applications will be received up to **4:00 pm local time, Monday, November 21, 2011** and should be addressed, in confidence, to:

Raeleen Manjak, Director of Corporate Services
District of Sparwood
Box 520
136 Spruce Avenue
Sparwood, BC V0B 2G0
e-mail (**WORD 2003 or .pdf FORMAT ONLY**): rmanjak@sparwood.ca