

We're currently on the lookout for a **Superintendent of Safety and Emergency Services** to join us for an 18-month term. This role offers a fantastic chance to immerse yourself in the dynamic atmosphere of an airport while enhancing your leadership and training abilities!

About Us

The Prince George Airport Authority (PGAA) is made up of a team of diverse people who are proudly working together to connect Northern BC to worldwide destinations. With a commitment to safety first and foremost, our team is dedicated to enhancing our region by providing an excellent airport experience while driving economic growth.

We acknowledge that the work of the Prince George Airport Authority takes place on the unceded, traditional territory of the Lheidli T'enneh. We acknowledge the need for meaningful consultation with Indigenous communities and the Prince George Airport Authority is committed to working towards meaningful reconciliation.

As an employer with a long history in our region, Prince George Airport Authority strives for a respectful workplace that reflects the diversity of the communities we serve. We support the Employment Equity Act and take measures to ensure fair employment practices and treatment of employees across our organization. We welcome applications from all qualified candidates, including women, Indigenous peoples, persons with disabilities and members of visible minorities. We encourage applicants to self-identify with a designated group(s) to support our team in filling gaps in areas where we can be more diverse. We are also happy to provide reasonable accommodation throughout the selection process and while working at PGAA.

About The Role

Reporting to the Manager of Safety and Regulatory Compliance, and working collaboratively with the Operations Team, the **Superintendent of Safety and Emergency Services** is responsible for strengthening the organization's safety infrastructure, overseeing emergency preparedness, providing leadership to AOS3s, ensuring regulatory compliance, managing risks, fostering collaboration, and driving continuous improvement in safety and emergency services.

Key Responsibilities

Emergency Management

- Lead frontline organizational safety and emergency response during all types of emergencies, including environmental or natural disasters, and groundside/airside events on PGAA property.
- Establish and coordinate emergency management committees and volunteer networks.
- Develop and maintain updated contact lists for local authorities.
- Create, maintain, and execute emergency preparedness and management plans.
- Establish and equip primary and alternate Emergency Operations Centres.
- Provide support and input on budgets and funding requirements for emergency management initiatives and equipment.
- Conduct hazard identifications and risk assessments specific to airport operations.
- Implement debriefing protocols and provide reports for incidents and emergencies.
- Coordinate and consult with all PGAA departments, external emergency services, and groups to plan for coordinated emergency response, recovery, and mitigation.
- Remain current on relevant regulations and legislation, continuously learning and evaluating potential

impact on departmental operations to ensure compliance.

- Prepare required reports and correspondence related to emergency services, and attend meetings, conferences, and participate in working groups as needed.

Training and Development (Internal and External)

- Work alongside crew leads, the Fleet Superintendent, Operations Manager, Safety and Regulatory Compliance Manager, and Human Resources to provide training in emergency response, ARFF (Aircraft Rescue and Firefighting), and regulatory compliance.
- Develop, maintain and monitor internal training programs.
- Maintain up-to-date training records.
- Support the establishment of a provincial Fire Training Centre.
- Cultivate professional connections to create ongoing training opportunities with external partners.
- Conduct training for external candidates or facilitate training by external designates using PGAA facilities.

Staff Supervision/Direction

- Work with Operations Superintendents to support tasks such as onboarding, training, career advancement, and participating in evaluations.
- Support crew leads by providing necessary information for efficient task delegation to respective crews.
- Provide oversight of AOS3's regarding Firehall duties, emergency response, safety and regulatory compliance, and required training programs.
- Supervise and provide direction for the daily operations of emergency services, including duties related to firetruck inspections, ARFF coverage, and adherence to safety standards.

Safety and Regulatory Compliance

- Collaborate with team members to maximize effectiveness of the PGAA Safety Management System.
- Ensure compliance with regulatory requirements for airport certification.
- Promote and exemplify the importance of safe operating procedures and accident prevention.
- Prepare reports and correspondence related to safety, security, environmental concerns, or regulatory compliance, and participate in meetings, conferences, and working groups as necessary.

Qualifications

- Canadian Citizenship or permanent residence for Transport Canada security clearance.
- Fluency in written and oral English to comprehend legislation, regulations, and safety protocols.
- Ability to travel within Canada and to the United States for training; possession of or ability to obtain a Canadian passport.
- High school diploma (Dogwood or equivalent).
- Understanding of BC Incident Command System preferred; willingness to obtain Level 200 certification.
- Ability to acquire and maintain Transport Canada certifications: Aircraft Rescue Fire Fighting (ARFF), Transportation Security Clearance, Aeronautical Radio Operator's license, and Prince George Airport Vehicle Operators Permit (AVOP).
- Valid Class 3 BC Driver's License with Air Brakes Endorsement.
- Physically fit to lift up to 50 lbs, operate equipment in extreme weather, climb ladders or scaffolding, and manage stress during emergencies.
- Proficient in computer applications (word processing, email), maintenance management systems, and

digital training platforms.

- Comfortable using smartphones and tablets.
- Meet vision and auditory standards for heavy equipment operation and radio use.
- Interest and ability to coach, motivate, train, and engage employees and external trainees.
- Strong analytical and problem-solving skills; ability to prioritize critical tasks.
- Previous experience in training delivery or program development is advantageous.
- Post-secondary education in Occupational Health and Safety, Airport Operations, or related fields, or relevant trade certification is beneficial.
- Knowledge of Canadian Aviation Regulations (CARs) is an asset.

Hours of Work

Based on 40-hours per week scheduled primarily Monday through Friday, with potential requirement to work alternative shifts and/or overtime based on operational needs.

What We Offer

- A safe and respectful workplace
- Long-term career potential
- Learning and development opportunities
- Work-life balance (we really mean that!)
- Local, onsite work with very limited travel requirements
- A comprehensive benefits package
- Starting wage of \$46.75/hour with increases as per the Collective Agreement

How To Apply

To apply for this position, please forward your resumé, in confidence, to hr@pgairport.ca with ***"Superintendent of Safety and Emergency Services"*** in the subject line.