



## CONSTANCE LAKE FIRST NATION

37 Wawaskashoo St - PO Box 4000

Constance Lake, Ontario P0L 1B0

T: (705) 463-4511

Website: [www.constancelakefn.ca](http://www.constancelakefn.ca)

# Employment Opportunity

|               |                                         |
|---------------|-----------------------------------------|
| Position      | Health Emergency Management Coordinator |
| Competition # | HEM-06-2026                             |
| Salary Range  | \$57,180 – \$77,200                     |
| Location      | Constance Lake First Nation             |
| Posted        | June 3, 2026                            |
| Closed        | Open Until Filled                       |

## POSITION SUMMARY:

Under the direction of the Medical Services Manager, the Health Emergency Management (HEM) Coordinator is responsible for planning, coordinating, and supporting community health emergency preparedness, response, and recovery activities.

## PREFERRED QUALIFICATIONS:

- Post-secondary education in health, emergency management, or related field (or equivalent experience)
- Experience in healthcare, emergency management, or community services
- Strong organizational, communication, and problem-solving skills
- Proficiency in computer applications (e.g., Microsoft Office, email, data tracking, and documentation systems)
- Ability to prepare reports, maintain records, and manage electronic files
- Ability to work on-call and respond to emergencies as required
- Knowledge of First Nations communities and cultural competency is an asset

## DUTIES AND RESPONSIBILITIES:

- Develop & implement community health emergency plans
- Coordinate training, exercises, and preparedness activities
- Assist with emergency response coordination, including logistics and communication
- Work with leadership, health teams, and external partners during emergencies
- Support recovery planning and continuity of care
- Promote community awareness and emergency preparedness

## Working Conditions

- Office, community, and emergency response work
- On-call availability outside regular hours, including evenings and weekends
- Fast-paced, high-pressure situations may occur during emergencies
- Some travel within the community and to partner organizations may be required
- Collaborative work with health teams, leadership, and external agencies

## Why Join Us

- Help protect the health, safety, and resilience of the community
- Join a collaborative, community-focused health team
- Lead emergency preparedness and response efforts
- Build experience in emergency management and public health
- Work in a culturally respectful environment that values First Nations knowledge and care

To apply: Submit cover letter, resume, quoting competition **#HEM-06-2026** via:

Email: [resumes@clfn.on.ca](mailto:resumes@clfn.on.ca)

In person: 37 Wawaskashoo St. Constance Lake First Nation Band Office

***Only those selected for an interview will be contacted.***