



## Emergency Response Assistance Canada (ERAC)

### Technical Advisor

Job Location: Calgary, AB, Canada

At Emergency Response Assistance Canada (ERAC) formerly known as the LPGERC or LPG Emergency Response Corp., our growing organization requires a Technical Advisor to support excellence in emergency preparedness and response for road, rail and stationary tank incidents involving dangerous goods. For more than 30 years, ERAC has been providing a quality system approach to manage the Emergency Response Assistance Plans (ERAPs) of more than 300 members from the petroleum, transportation and agricultural industries. We support the development and training for emergency response plans, and perform drills and exercises. We do this to support industry so they can meet federal and provincial environment and transportation related regulations. In addition, we train emergency responders coast to coast in LPG firefighting. We are a national not-for-profit organization, committed to excellence in serving our response teams, industry Plan Participant members and working closely with regulators of Dangerous Goods.

ERAC is looking for an individual who is experienced in writing Emergency Response Assistance Plans (ERAPs), Environmental Plans (E2) policies, technical procedures and guidelines. The individual will also be able to run table top, perform drills and full-scale exercises involving dangerous goods. The successful candidate will be trained to train responders and complete evaluations on response teams and individuals who are contracted by ERAC. We are looking for career-minded candidates ready for the challenge of working with multiple stakeholders.

Contract Type:

Regular, Full-time

Start Date:

Immediate

Salary Range:

Dependent upon experience, knowledge and education

General Information:

The Technical Advisor will be responsible for developing and writing emergency plans and writing reports and proposals. In addition will be involved with coordinating emergency preparedness and response-related activities. The Technical Advisor will support ERAC management and our Plan Participant members who ship or transport dangerous goods. In this role, the individual will assist in supporting the effective operations of ERAC including, but not limited to, the development of policies,

procedures, training and assessment. You will be required to travel within Canada approximately 15-20 times a year. You will support and or lead Regional Training and Assessments of approximately 20-25 teams, and assist in response activities you will train industry responders and our Plan Participant members on various ERAC initiatives. You will support or lead exercises and drills with ERACs valued Plan Participant members and perform site visits to support development of E2 plan writing.

The Technical Advisor will be required to be on-call in a 1 in 4 or 5 rotation providing advice by phone or on scene to a dangerous goods incident.

#### Responsibilities:

- Be competent in writing formal reports and developing proposals for new services.
- Writing Emergency Response Assistance Plans (ERAPs) and Environmental Emergency (E2) Plans.
- Be competent using Microsoft Word, PowerPoint, Outlook and calendar.
- Competent in Microsoft Excel, Visio would be an asset.
- Competent in ArcGIS geospatial mapping would be an asset.
- Fulfill the requests for technical advice by telephone for the product, container and response process associated with this plan. This will be for both the spill response (including specialized operations) and firefighting aspects (including wet and dry area response tactics) of an event.
- Fulfill the Resource Unit Leader position for ERAC operations under a common ICS structure.
- Notify Transport Canada (through CANUTEC) that the emergency response operations have been activated.
- Monitor the response to dangerous goods emergencies.
- Notify and maintain communication with the Plan Participant as to initial response required; and as scope of incident as it escalates.
- Maintain a log of activities and support the on scene ERAC personnel and Response Team Leaders.
- Attend the accident scene for dangerous goods rail emergencies as required throughout Canada and fulfill the requests for technical advice by telephone for the product, container, fire protection and response process associated with this plan.
- Support a variety of project activities by creating and updating procedures and training courses that provide all stakeholders with the required deliverables to safely respond.
- Train and assess Regional response teams and complete formal assessment reports outlining response team strengths and opportunities for improvement.
- Review response team activations in conjunction with the Manager, Operations and Manager, Safety and Quality. Strategically and tactically support emergency response preparedness activities, by creating work plans that incorporate operation requirements and matters with respect to all applicable regulatory and organizational standards; ensure that ERAC is prepared to respond to dangerous goods incident activations.
- Ensure ERAC and Regulatory requirements are understood by response teams.
- Ensure that response teams are able to meet or exceed all regulatory requirements and are adequately staffed and equipped to effectively respond to emergencies.
- Ensure Regional response teams' minimum equipment maintenance requirements are met.

- Develop and maintain a Regional supplier list of consultants, contractors, third party suppliers and resources in support of dangerous goods response team activities.
- Develop and maintain guidelines and procedures for both spill response and firefighting tactic guidelines.
- Attend the LPG Operating and Flammable Liquids Technical Advisory Committee meetings or other meetings as required.
- Supports internal and external training requirements and completion by developing a strategy to train first responders, Regional response teams and other third party support.
- Rotate 1 in 5 week on-call rotation for receiving Response Centre emergency response activation requests, Response Team support and technical inquiries.
- Other tasks as required in support of ERAC activities and initiatives.

Qualifications:

- 5+ year's relevant experience, in the Hazardous Materials Emergency Response Industry and or industrial or municipal Hazardous Materials firefighting.
- Oil, gas, or chemical emergency preparedness and response experience.
- TDG ERAP and regulations knowledge and experience.
- Hazard assessment knowledge, Safety and Risk Management knowledge and experience.
- Previous training and experience in containment, confinement and transfer of bulk LPG and flammable liquids.
- Previous training and experience in containment, confinement and transfer of anhydrous ammonia and ammonia nitrate.
- Previous training and experience in bulk flammable liquids or LPG firefighting.
- Ability to independently apply policies and procedures.
- Exceptional written and verbal communication skills.
- Ability to manage diverse issues while away from a traditional office setting.
- Strong organizational and time management skills.
- Must be able to plan, organize and prioritize daily activities.
- Strategic thinking and adaptability.
- Strong customer service and client relations background.
- Ability to manage conflict and use tact and diplomacy.
- Verifiable experience in rail incident response, strategic planning, prioritizing, supervision, detailed report writing, and problem solving.

Education/Experience:

- Degree or certificate in Emergency Management and or Safety
- Experience in writing reports, proposals and emergency plans
- NFPA 472 Hazmat Technician/Specialist and Adv./Tank Car Specialist trained would be an asset.
- NFPA 1001 or 1081 Firefighter level 1 & 2 or industrial fire training certificate would be an asset.
- Experience in Emergency Response Operations within rail or at a terminal facility preferred.
- Incident Command training level 100, 200 and 300 (400 would be an asset).
- CSO, NCSO, CSS or CRSP designation would be an asset.

- Crude by Rail or NFPA 472, Chapter 16, Flammable Liquids Bulk Storage Speciality would be an asset.
- Bilingual in English and French would be an asset.

\*This position requires candidates to:

- Have and maintain a valid driver's license – Class 5.
- Provide a driver's abstract for review.
- Successfully complete a pre-employment medical screening, including drug and alcohol testing.
- Successfully complete a security clearance/criminal record check (eRailSafe).

Please email your cover letter and resume to [info@erac.org](mailto:info@erac.org). Only qualified candidates will be contacted for an interview.

Thank you for choosing the Emergency Response Assistance Canada (ERAC) in your career options.