

# VOLUNTEER OPPORTUNITY OPERATIONS DEPUTY CHIEF SJA 2017 INVICTUS GAMES TASK FORCE

POSITION LOCATION: Toronto, ON

POSITION TYPE: Volunteer - 8 Months (February 2017 to September 2017)

POSTING DATE: January 23, 2017

## POSITION REQUIREMENTS:

- Strong Leadership attributes
- Familiar with SJA Policies and Procedures
- Knowledge of needs assessment and planning
- Volunteer and Resource management
- Skill to implement new initiatives
- Strong written and verbal communication skills
- Information Technology skills
- Sound budget planning
- Having a position of responsibility in SJA with Supervisory experience is a benefit

## POSITION FUNCTION:

- To assist the Invictus Operations Chief with the operational effectiveness for Toronto 2017 Invictus Games MFR support. The candidate will work closely with the Operations Chief and will participate as requested with the other Sector Chiefs/Deputies during the preparation phase. When the Games "go live", the candidate will be expected to be prepared to fulfil the role and duties of a "Shift Commander" at the Operations Centre in Toronto. Solid team work within your own team and other sectors will be key to the overall success and planning of the Toronto 2017 Games effort for St John in Ontario.

## POSITION DESCRIPTION:

- Through regular communication and interaction, assist the Operations Chief and the associated Sector Chiefs/Deputies with the:
  - Assist as requested with the needs Assessment for MFR Equipment required for the games, including both Stationary and Mobile assets.
  - Assist as requested with the needs Assessment for Communications to support SJA Games activities during deployment.
  - Once it is released, possess intimate knowledge of the Operation Plan for the Games.
  - Assist as requested with the delivery of specific training to deliver the SJA Operation Plan for Toronto 2017 Games
  - Maintenance of operational effectiveness, through facilitation, problem solving, and support.
- Actively participate as a member of the Invictus Task Force for the overall planning and implementation of all Invictus Games activities.
- As a benefit, successful candidates will have the opportunity to improve their own professional development within their field of expertise while experiencing energy surrounding this event. This event will increase your own level of confidence and ability to manage large complex activities while meeting volunteers from other regions.

## GENERAL:

This role does not require you to hold MFR qualification, but this would be beneficial to the overall operation. You will be expected to attend meetings (typically in Toronto). You will be required to have successfully completed the (on-line) IMS100 training. A valid driver's licence is required for this position.

Please submit resumes via email to [invictus@on.sja.ca](mailto:invictus@on.sja.ca) by February 3, 2017

[sja.ca](http://sja.ca)



St. John Ambulance

