

Dear Emerging Professionals,

The Canadian Risk and Hazards Network (CRHNet) invites you to apply for the 2024/25 Emerging Professionals (EP) Committee. We are looking for passionate individuals who are committed to growing and advocating our community, and creating opportunities for professional development. If you are interested in joining the CRHNet EP Committee for the 2024/25 year, please submit your [online application](#)! **Applications are open from June 1 - 30, 2024.**

The CRHNet EP Committee is dedicated to supporting and advocating for emerging professionals in Disaster Risk Reduction (DRR) and Disaster and Emergency Management (D&EM) across Canada. This past year, our work took the form of facilitating knowledge sharing (online webinars, training), building a national online community (discord), connecting EPs with meaningful opportunities for professional development through our bi-monthly newsletter, and uplifting the voices of emerging and established professionals through our national survey.

The CRHNet is committed to Indigenous Truth and Reconciliation and to upholding the principles of anti-racism, equity, diversity, and inclusion. Our aim is to create committees that reflect the many social identities of the CRHNet's membership, including ethnic origin, race, age, disability, religion, gender identity and expression, and sexual orientation.

Please refer to the below descriptions for information about each committee role and anticipated workload. All of our committee positions are volunteer, and committee meetings take place virtually over Zoom.

We thank all who apply to join the EP committee. Selected applicants will be contacted for interviews in early July before committee appointments are approved in late-July.

The CRHNet EP committee aims to provide accommodation during all parts of the application process, upon request, to applicants with disabilities. To ask questions, or to request a word document copy of the application form or other accommodation(s) that you may require to ensure your equal participation, please contact a [ep@crhnet.ca](mailto:ep@crhnet.ca).

Sincerely,

**Sarah Cowan and Willow Weber**  
CRHNet EP Committee Co-Chairs

## Committee Roles and Responsibilities

The CRHNet EP Committee manages interests, initiatives and member workload through project pairs. Project pairs are member duos (at times groups of three may be necessary) whose involvement with the EP committee is directed by their commitments and skill set. The intention of having pairs to lead each branch of the EP committee is to incentivise accountability, to divide workload, and encourage manageable long term collaboration. The 2023/24 CRHNet EP Committee has six (6) branches, and twelve (12) core members. These are outlined in detail below.

All committee members are asked to provide approximately 8-10 hours of volunteer work per month.

### **Caretakers/Chairpersons (2)**

The Caretakers (or chairpersons) are expected to guide and oversee the Emerging Professional (EP) Committee, and ensure alignment with the Committee's Terms of References.

Caretakers are ideally people who have historical experience with the Emerging Professional Committee, and an understanding of its goals and functions. The goal of the caretakers is to facilitate progress and collaboration within the committee. They are not 'in charge' of the committee, nor should they be relied upon to direct or generate the progress and commitments of the EP Committee. This responsibility should be shared among branches. Caretakers are charged with maintaining the committee's internal documentation, as well as liaising between the EP Committee and CRHNet Board. One (1) Caretaker will sit on the CRHNet board of Directors as the Emerging Professionals Liaison.

### **Events - Training/Skills Development (2)**

This branch is responsible for generating events that would offer emerging professionals opportunities to come together to learn or develop their skills and abilities through workshops, training, and certifications. The Training and Skills Development branch will work closely with the Community and Networking Events branch to ensure the EP Committee offers a variety of events throughout the year. Some examples of Training and Skills Development events are as follows:

- Incident Command System (ICS) Certifications
- Mental Health First Aid Training
- Emergency ASL Courses

### **Events - Community/Networking (2)**

The Community and Networking events branch will be responsible for providing emerging professionals with events that will broaden their involvement with the emergency management community, existing resources and leaders, and one another. The Community and Networking event branch will work closely with the Training and Skills Development Events branch to ensure the EP Committee offers a variety of events throughout the year. Some examples of Community and Networking events are as follows:

- Professional Talks
- Job Fair Events
- Trivia Nights

### **Newsletter (2)**

The Newsletter branch will be responsible for creating and publishing the CRHNet Emerging Professional newsletter each month. This newsletter will be an amalgamation of useful and noteworthy information that applies to our emerging professional community. The newsletter is distributed every other month via email to all CRHNet members. The content for the newsletter can be developed in collaboration with the other project teams, and can include upcoming events (internal and external), job, volunteer, and training opportunities, current events, post-secondary news, member spotlights, etc.

### **Communications (2)**

The Communications branch will be responsible for maintaining the social media accounts of the Emerging Professionals Committee, conducting requested outreach to partners via emails, and promoting CRHNet and partner events through social media, emails, and the CRHNet Website when applicable.

### **Community Space and Resources (2)**

The Community Space and Resources Branch is responsible for assessing the needs of the emerging professional community, and developing and actioning goals in collaboration with the other EP branches that will allow for the development of resources that will mirror and address the desires and needs of emerging professionals.

Responsibilities of this branch include:

- Determine how to amalgamate and present the products created by the Emerging Professionals Committee.
- Moderate the online community space that we offer to CRHNet Emerging Professional members (and prospective members). In the past we have endeavored to do this using Discord, moving forward we will continue to assess the best digital venue.
- Assessing and auditing the accessibility, usefulness, and value of resources at the disposal of emerging professionals.

If this sounds ambiguous and all encompassing, that's because it is - and that's on purpose. This branch is a bit of a playground, and is likely the perfect place for volunteers who are passionate about accountability, justice, and advocacy. This pair will be able to take this branch and cultivate it in a way that makes the most sense each year.