

Job Title: Emergency Preparedness Officer IO1049

Requisition ID **3580** - Posted **31/01/2021** - (France, 13067 St Paul Lez Durance Cedex) - **Safety and Security - New Posting**

The ITER Organization brings together people from all over the world to be part of a thrilling human adventure in southern France—building the ITER Tokamak. We require the best people in every domain.

We offer challenging full-time assignments in a wide range of areas and encourage applications from candidates with all levels of experience, from recent graduates to experienced professionals. Applications from under-represented ITER Members and from female candidates are strongly encouraged as the ITER Organization supports diversity and gender equality in the workplace.

Our working environment is truly multi-cultural, with 29 different nationalities represented among staff. The ITER Organization Code of Conduct gives guidance in matters of professional ethics to all staff and serves as a reference for the public with regards to the standards of conduct that third parties are entitled to expect when dealing with the ITER Organization.

The south of France is blessed with a very privileged living environment and a mild and sunny climate. The ITER Project is based in Saint Paul-lez-Durance, located between the southern Alps and the Mediterranean Sea—an area offering every conceivable sporting, leisure, and cultural opportunity.

To see why ITER is a great place to work, please look at this video

Application deadline: 28/02/2021

Domain: Director-General

Department: Safety & Quality

Division: Security, Health & Safety

Section: Occupational Health & Safety

Job Family: Organizational Support

Job Role: Coordinating Officer

Job Grade: P4

Language requirements: Fluent in English (written & spoken)

Contract duration: Up to 5 years

Purpose

As an Emergency Preparedness Officer, you will implement a strong emergency management culture within the whole organization.

You will develop and implement the emergency culture, procedures and rules within the ITER site and premises. You will then follow the implementation of these procedures and rules by all the stakeholders on the site and check them as necessary.

Overall, your aim will be to ensure all ITER Organization activities comply with national and international emergency management regulations for each phase of the ITER Project.

Background

The ITER project is a very unique work environment with numerous activities and associated hazards. The Occupational Health and Safety (OHS) team is in charge of managing all emergency actions on the ITER Site. The emergency team duty consist in analyzing ongoing and future processes and defining the best strategy to remove, prevent and if required act on associated hazards.

Major Duties/Roles & Responsibilities

- Provides leadership in emergency management and supports all ITER project stakeholders on ITER premises;
- Coordinates emergency activities in the event of any incident / accident / major event on the ITER site;
- Develops, maintains and manages the emergency processes and strategies;
- Organizes and participates in exercises and training sessions/drills in accordance with ITER Organization needs and host state regulations;
- Develops emergency crisis management policies and associated procedures;
- Prepares and implements the emergency organization, emergency preparedness and response procedures;
- Creates, implements and manages crisis response teams (crisis cells);
- Supervises the Emergency Response Team (ERT), infirmary and the nurse procurement outsource contracts;
- Supports all communication on emergency topics across the ITER project;
- Benchmarks the application of French regulations concerning emergency management throughout the various phases of ITER project: design, construction, commissioning and operation;
- May be required to provide reports and insight following emergencies to assist with incident and accident investigations;
- May be requested to be part of any of the project/construction teams and to perform other duties in support of the project;
- May be required to work outside ITER Organization reference working hours, including nights, weekends and public holidays.

Note: May be requested to work on beryllium-containing components. In this case, you will be required to follow the established ITER Beryllium Management Program for working safely with beryllium. Training and support will be provided by the ITER Organization.

Measure of Effectiveness

- Develops effective short and long term plans for emergency management, which correspond with national and international standards/regulations;
- Develops and propagates the ITER intervention doctrine in collaboration with the operations teams;
- Provides answers about emergency ITER organization to all stakeholders in a professional and timely manner;
- Ensures that strategies of emergency responses on the ITER Site align with the project needs and quality standards;
- Ensures compliance and internal control on all emergency related subjects;
- Maintains and develops constant communication between the emergency teams, command post and operational teams;
- Provides comprehensive, accurate reports and input as required for investigations and reporting back to management;
- Updates, develops and masters of the doctrine and associated tools for intervention command and operational forecasting (in particular for emergency plans).

Experience & Profile

- **Professional Experience:**
 - At least 10 years' experience working as emergency preparedness officer within a complex, international project or within an emergency services.
- **Education:**
 - Master degree or equivalent in an emergency field or other relevant discipline;
 - French Emergency certifications (e.g. Fire risk management (CNPP), Crisis management (GOC 4), Fire prevention construction (PRV3), Chemical risk (RCH 3)) would be advantageous;

- The required education degree may be substituted by extensive professional experience involving similar work responsibilities and/or additional training certificates in relevant domains.
- **Language requirements:**
 - Fluent in English (written and spoken);
 - Good working knowledge of French is considered as a strong advantage.
- **Technical Competencies and demonstrated experience in:**
 - Emergency/Crisis Management (Organizing a response to any accident affecting the organization):
 - Implementing international standards and regulations applicable to emergency preparedness and response;
 - Elaborating emergency scenarios and associated plans;
 - Defining emergency / crisis policies;
 - Defining the structure and resources needed to carry out emergency preparedness.
 - Reporting, Follow-up & Management of Actions (summarizing and communicating in writing on emergency matters. Recording, checking and ensuring implementations based on evidence):
 - Acting as a crisis manager in the field (on-scene commander) and providing relevant follow-up/reports as necessary;
 - Reporting on and providing input for investigations related to emergency matters.
 - Problem Solving (assess problem, identify root causes and reach practical solutions in a consistent way to meet project objectives):
 - Acting as a crisis manager in the field (on-scene commander) and providing relevant follow-up/reports as necessary;
 - Understanding the related environment and specific risks/issues in order to develop appropriate emergency strategies.
- **Behavioral Competencies:**
 - Collaborate: Ability to facilitate dialogue with a wide variety of contributors and stakeholders;
 - Communicate Effectively: Ability to adjust communication content and style to deliver messages to work effectively in a multi-cultural environment;
 - Drive results: Ability to persist in the face of challenges to meet deadlines with high standards;
 - Manage Complexity: Ability to analyze multiple and diverse sources of information to understand problems accurately before moving to proposals;
 - Instill trust: Ability to apply high standards of team mindset, trust, excellence, loyalty and integrity.

The following important information shall apply to all jobs at ITER Organization:

- Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, ITER Values (Trust; Loyalty; Integrity; Excellence; Team mind set; Diversity and Inclusiveness) and Code of Conduct;
- ITER Core technical competencies of 1) Nuclear Safety, environment, radioprotection and pressured equipment 2) Occupational Health, safety & security 3) Quality assurance processes. Knowledge of these competencies may be acquired through on-board training at basic understanding level for all ITER staff members;
- Implements the technical control of the Protection Important Activities, as well as their propagation to the entire supply chain;
- May be requested to work on beryllium-containing components. In this case, you will be required to follow the established ITER Beryllium Management Program for working safely with beryllium. Training and support will be provided by the ITER Organization;
- May be requested to be part of any of the project/construction teams and to perform other duties in support of the project;

- Informs the IO Director-General, Domain Head, or Department/Office Head of any important and urgent issues that cannot be handled by line management and that may jeopardize the achievement of the Project's objectives.