

## March 2023 Meetings

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

 Council Meetings

Flagstaff County Council Meetings are conducted the 2nd and 4th Wednesday of each month commencing at 9 a.m. unless otherwise planned.

Council and Committee meeting agendas are available at the County's website at: [flagstaff.ab.ca/council/meetings-and-minutes](http://flagstaff.ab.ca/council/meetings-and-minutes)

**County Office:** 780-384-4100  
1-877-387-4100

**Email:** [county@flagstaff.ab.ca](mailto:county@flagstaff.ab.ca)

**Stay Connected with Us:**



**Office Hours:**  
Monday to Friday  
8 a.m. - 4 p.m.  
(Closed Noon - 1 p.m.)

**Address:** 12435 Township  
Road 442  
P.O. Box 358  
Sedgewick, AB  
T0B 4C0



[flagstaff.ab.ca](http://flagstaff.ab.ca)



## POWERING POSSIBILITIES FOR FLAGSTAFF BUSINESSES

March 24, 2023  
Killam Community Hall  
1pm - 4pm

Join Flagstaff County and ATB Financial for an afternoon of keynote speakers, Q&A, and networking. You'll hear from business strategist, Amanda Wagner and ATB entrepreneur strategist, Cliff Turner on empowering communication and its impact on business and sales.



TICKETS  
AVAILABLE  
ON  
EVENTBRITE



SCAN ME



The Flagstaff County Podcast: Season 3 Episode 1

# TP Challenge Wrap-up

**Cary Castagna**

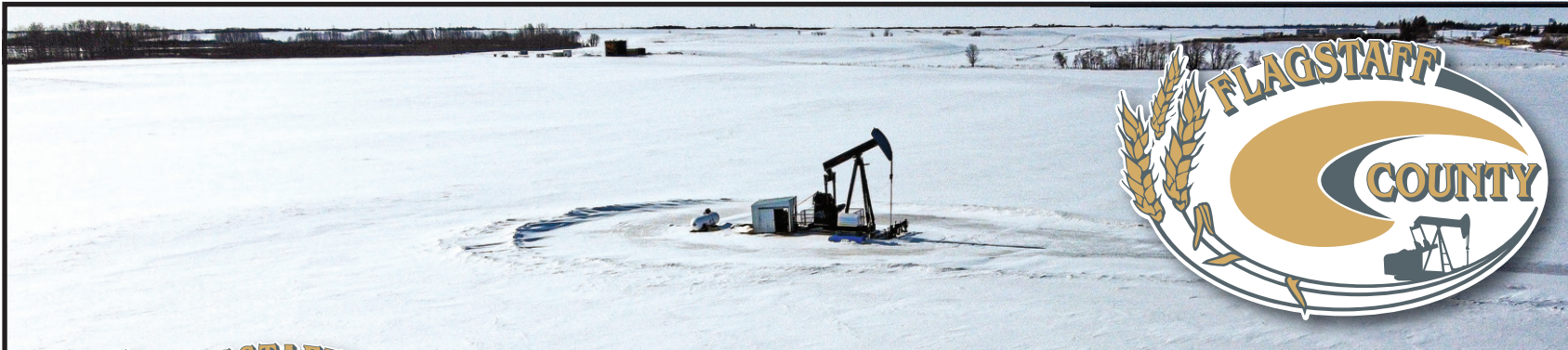
**Lynne Jenkinson**

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Flagstaff County is recruiting for the full-time position of:

## Human Resources Advisor

Flagstaff County is located in East Central Alberta and is a safe, caring and vibrant community. We are recruiting for a full-time position for a Human Resources Advisor. This is a newly created position and will be responsible for human resource strategies, recruitment, training and development, compensation, and benefits, strengthening employer and employee relations and compliance with regulatory laws.

Interested candidates can submit their resumes with a cover letter by email to:

Shelly Armstrong,  
Chief Administrative Officer  
sarmstrong@flagstaff.ab.ca  
Direct Line: 780-384-4101

Thank you to all applicants for your interest in Flagstaff County; however, only those chosen for an interview will be contacted.

Responsibilities will include:

- Recruitment and hiring processes, including onboarding and orientation.
- Coordination of training and development opportunities
- Management of employee benefit programs
- Providing guidance to Directors and Supervisors, on human resources matters, including acting as an employee/ employer liaison to ensure effective communication
- Supervision and Leadership for Health and Safety Officer position and programs

Qualifications:

- Post Secondary degree or diploma in Human Resources Management, or Business or a related discipline.
- 3 to 5 years related work experience including supervisory experience.
- Preference to a candidate with a CPHR designation.

For the full job description which includes all preferred job qualifications please visit: [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)

**Position Type:** Full-Time Position  
**Hours of Work:** Monday to Friday, 7 hrs/day—35 hrs/wk  
**Salary Range:** \$84,268.46-\$103,639.58  
**Closing Date:** Until a suitable candidate is selected

### 2023 SEASONAL EMPLOYMENT OPPORTUNITIES

#### Public Works

- ♦ **Class 3 Light Equipment Operator II**  
1 Position — April to November 2023

#### Public Works / ASB

- ♦ **Class 5 Light Equipment Operator I**  
1 Position — April to November 2023

#### Economic Development

- ♦ **Summer Intern**  
1 Position — May 1 to August 31, 2023

#### Agricultural Service Board

- ♦ **Agricultural Inspector**  
1 Position — May 1 to August 31, 2023
- ♦ **Roadside Herbicide Applicator**  
1 Position — May 1 to August 31, 2023

#### Parks

- ♦ **Parks Labourer**  
2 Positions — May 1 to August 31, 2023

We thank all applicants for their interest in these positions. Only those applicants chosen for an interview will be contacted

Please send applications referencing the position to:

Flagstaff County  
12435 Twp Rd 442  
Box 358  
Sedgewick, AB T0B 4C0

Fax: 780-384-3635  
Email: [county@flagstaff.ab.ca](mailto:county@flagstaff.ab.ca)  
PH: 780-384-4100



**Application Deadline: Friday, March 24, 2023**

For further information or a job description, please visit our website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)