

DEPUTY FIRE CHIEF – SAFETY AND TRAINING

The City of Campbell River is seeking an accomplished, results oriented Fire Services professional to serve in the capacity of **Deputy Fire Chief – Safety and Training**.

Come Work and Play in Campbell River Located on Vancouver Island, surrounded by the ocean and majestic mountains, the City of Campbell River offers a rare combination of a welcoming small-town feel with large-city amenities. From summer markets and street events to an active arts and culture community to year-round, world-class recreational opportunities, the Campbell River lifestyle is unparalleled.

The role: Under the general direction of the Campbell River Fire Chief, the Deputy Fire Chief - Safety and Training, is a senior administrative and supervisory position accountable for oversight of safety, training and logistics in the areas protected by the Strathcona Regional District (SRD) and the City of Campbell River (the City). The Deputy Fire Chief – Safety and Training has considerable independent responsibility for carrying out day-to-day business and support to the regional stations and partners. The current seven (7) SRD supported stations are: Oyster River, Villages of Tahsis, Zeballos, Sayward and Gold River, and Quadra and Cortes Islands. The frequency of travel required to these areas will be dependent upon support needs and initiatives. This role is subject to a residency requirement as this position will be expected to support the duty officer rotation for the City of Campbell River.

Our ideal candidate will have:

- Minimum two (2) year diploma from a recognized post-secondary educational institution in the areas of administration leadership, human resources management and/or other related areas. An equivalent combination of education and experience may be considered.
- NFPA 1002 – Aerial Operations, NFPA 1021 – Fire Officer Level 3, NFPA 1041 – Instructor Level II, NFPA 472 – Technician Level
- Emergency Medical First Responder Certificate (FR) or trained as an Emergency Medical Responder (EMR).
- Must possess and maintain a valid Class 3 BC driver's license with Air Brake Endorsement and produce and maintain a clean driver's abstract, as per City policy.
- Minimum 10 years of broad and extensive experience in firefighting.
- Minimum five (5) years' supervisory experience.
- Demonstrated experience in incident command, fire suppression, prevention, code enforcement, first responder, rescue, and hazardous materials incidents.
- Proven record of relationship building with diverse internal and external groups.

What we offer - For this exempt management position, we offer a competitive compensation package which includes a salary of \$162,267.60 (wage tied to the Collective Agreement Captain wage + 10%), group benefits, a defined benefit pension plan, and a generous vacation package of 6 weeks earned vacation in the 1st year. Workplace flexibility is important to the City of Campbell River. Ask about our Flexible Work Options program available to full-time employees.

For more information on this opportunity, please see the attached job description that lists all the duties and necessary qualifications for this position.

This posting closes on Wednesday, September 4th, 2024.

Please send your resume with covering letter, quoting **Competition EXT-24-079** to:



Email: careers@campbellriver.ca

Human Resources Department
City of Campbell River
301 St. Ann's Road
Campbell River, BC V9W 4C7

We thank all applicants, however, only those selected for interviews will be contacted.

DEPUTY FIRE CHIEF – SAFETY AND TRAINING

Approval Date:	July 2024	Department:	Fire Services
<input type="checkbox"/> IAFF	<input type="checkbox"/> CUPE	<input checked="" type="checkbox"/> Management	
Title of Management Supervisor:	Fire Chief		

General Accountability:

Purpose and Scope

Under the general direction of the Campbell River Fire Chief, the Deputy Fire Chief - Safety and Training, is a senior administrative and supervisory position accountable for oversight of safety, training and logistics in the areas protected by the Strathcona Regional District (SRD) and the City of Campbell River (the City). The Deputy Fire Chief – Safety and Training has considerable independent responsibility for carrying out day-to-day business and support to the regional stations and partners. The current seven (7) SRD supported stations are: Oyster River, Villages of Tahsis, Zeballos, Sayward and Gold River, and Quadra and Cortes Islands. The frequency of travel required to these areas will be dependent upon support needs and initiatives.

This role is subject to a residency requirement as this position will be expected to support the duty officer rotation for the City of Campbell River.

Nature and Scope of Work

- Participate in the development of regional and departmental policies, procedures, regulations, and program objectives.
- Responsible for the planning, organization, development, implementation, and monitoring of effective safety, training, and development programs for auxiliary and career staff, and volunteer staff as required.
- As a supervisor, participate in the recruitment of new staff (auxiliary and career), responsible for performance management and staff development through coaching, training, and the facilitation of programs.
- Establish and work directly with the City Training Committee to develop and facilitate training opportunities for staff in all branches of the service.
- Work collaboratively with all stations in facilitating and supporting competency-based training needs.
- Assist regional partners in coordinated safety and training events.
- Ensure full compliance with relevant federal, provincial and City regulations, permits, policies, guidelines, and procedures, specifically the statutory requirements of WorkSafe BC, Fire Services Bylaws, and the Fire Services Act.
- Develop, promote, and maintain co-operative and effective cross-jurisdictional working relationships with other departments in the City, SRD Emergency Management employees, regional station partners, federal, provincial, local government agencies, and other external stakeholders.
- Provide statistical and narrative reports to the Fire Chief on all operations, together with recommendations for improving, modifying, or replacing procedures now in effect.
- Ensures fiscal responsibility is met within the scope of the position.
- Promote a safe workplace and ensure that all established safety procedures are followed.
- Actively participate in and promote the Health & Safety program. Lead by example in the areas of health, wellness, and work-life balance.
- Work directly with the City's Joint Health and Safety Committee and Fire Administration to support and direct policy, procedure and purchasing for the department.
- Support the SRD Departments in establishing or maintaining a safe workplace culture and implementing health and safety programs as required and achievable.

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- Assist the SRD, and other Chiefs, in planning, budgeting, organizing, directing, and monitoring the activities and resources associated with training, equipment, apparatus, PPE, and general maintenance of the Fire Services.
 - Support inventory, maintenance and procurement of protective clothing, fire suppression equipment, communications equipment, and apparatus requirements, and make recommendations to City and SRD administration on same.
 - Through support and delegation, ensure all equipment is maintained and inspected and that appropriate records are kept for equipment at all fire stations.
 - Provide access to record management systems (RMS) as appropriate for all stations.
 - Utilizing RMS, track reporting for training, logistics, response time, inspections, assessments, etc.
 - Assume overall responsibility at emergency incidents, for the City as required.
 - Perform duties as required at the request or direction of the Fire Chief.
 - In conjunction with the other Chief Officers, act as Duty Chief and respond to major alarms as required (24hrs a day, 7 days a week).
 - Perform other related duties as assigned.

Necessary Qualifications

Technical Knowledge/Skills:

- Thorough knowledge of principles, best practices, concepts, and techniques related to combating, extinguishing, and preventing fires and in rescue work and dangerous goods incidents.
- Thorough knowledge of the principles and practices involved in training adult learners.
- Knowledge of fire department operational guidelines, policies, procedures, and applicable local bylaws, federal and provincial codes, regulations, Acts, and standards.
- Full working knowledge of Incident Command System.
- Budget formulation and maintenance processes.
- Collective Agreement administration (where applicable) and principles of labour relations.
- Occupational Health and Safety requirements as they relate to fire fighting.
- Excellent communication skills both verbally and in writing.
- Ability to think analytically, act quickly and remain calm under stress and strain.
- Ability to plan, prioritize and manage own workload including the ability to tolerate frequent interruptions and still meet deadlines.
- Demonstrated leadership skills.
- Computer efficiencies (e.g. Microsoft Office Suite). RMS and Vector Solutions experience is an asset.
- Able to successfully attain and maintain a clear criminal record and vulnerable sector check.
- Must have sufficient physical strength and stamina to perform the duties of the position.
- Willingness to work outside of regular operating hours to meet the demands of a composite fire service.

Education/Training/Certification:

- Minimum two (2) year diploma from a recognized post-secondary educational institution in the areas of administration leadership, human resources management and/or other related areas. An equivalent combination of education and experience may be considered.
- NFPA 1002 – Aerial Operations.
- NFPA 1021- Fire Officer level 3.
- NFPA 1041– Instructor Level II.
- NFPA 472 – Technician level.
- Emergency Medical First Responder Certificate (FR) or trained as an Emergency Medical Responder (EMR).
- Must possess and maintain a valid Class 3 BC driver's license with Air Brake Endorsement and produce and maintain a clean driver's abstract, as per City policy.

Experience:

- Minimum 10 years of broad and extensive experience in firefighting.
- Minimum five (5) years' supervisory experience.

- Demonstrated experience in incident command, fire suppression, prevention, code enforcement, first responder, rescue, and hazardous materials incidents.
- Proven record of relationship building with diverse internal and external groups.

Environmental/Working Conditions

- Work and travel in rural and remote areas to support the SRD and City of Campbell River fire protection boundaries.
- Combination of indoor and outdoor work with varying worksites outdoors.

Preferred Criteria

- Introduction to Emergency Management
- Introduction Emergency Operations Centers
- Incident Command System (ICS) 300
- Public Information Officer Training
- NFPA 1006 Vehicle Extrication – Level 1
- NFPA 1021 Fire Officer– Level 4
- NFPA 1051 – Wild land Fire Fighting
- NFPA 1521 Incident Safety Officer
- NFPA 1031 Inspector Level 1
- NFPA 1033 Fire Investigator