



## **THE ROLE**

### **Director of Service Delivery – Assistant Chief Fire Officer**

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| <b>Department:</b>      | <b>Service Leadership Team</b>                                 |
| <b>Role Code:</b>       | <b>EX16</b>  |
| <b>Grade/Role:</b>      | <b>Brigade Manager</b>   |
| <b>Responsible to:</b>  | <b>Chief Fire Officer</b>                                      |
| <b>Responsible for:</b> | <b>Prevention, Protection, Response and Operational Policy</b> |
| <b>Date Revised:</b>    | <b>November 2023</b>   |

#### **Job Purpose:**

To protect and save life, property and the environment by providing strategic leadership for our Prevention, Protection, and Response services. Shape and direct the activities of the Service. Proactively collaborate with partners to ensure best outcomes are delivered for the public of Essex.

#### **Main Duties and Responsibilities:**

To deliver activities against organisational policy which support our core mission of making Essex a safer place to work, live and travel:

- Responsible for effective/ efficient and safe delivery of response services ensuring legal duties are achieved and identified performance measures met.
- Responsible for effectively discharging responsibilities under the Fire Safety Act 2005 including the discharging of duties under the Building Safety Regulator and subsequent changes arising from the Fire Safety Bill.
- Responsible for the effective discharging of legal responsibilities to prevent harm to the public through prevention activities inc compliance with Children's Act and safeguarding
- To ensure risk information is relevant, accurate and available to crews and effective arrangements are in place for exercising and familiarisation of known risk
- To ensure effective relationships with other Category 1 responders and the principles of JESIP and Joint Operational Procedures (JOP) and National Operational Guidance are embedded within the Service
- To act as principal advisor to the Chief Fire Officer (CFO) on matters of operational service delivery

- 1 Develop, implement and deliver the strategies of the organisation, ensuring the strategies of the directorate meet current and future ECFRS needs and

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- achieve continuous improvements in service delivery for Prevention, Protection, and Response services. Develop plans and strategies for ECFRS, and contribute to the development of local and national strategy and plans.
- 2 Develop risk management initiatives and controls that reduce community and firefighting risk and deliver a comprehensive annual assurance of reduction in risk to communities and competence of staff.
  - 3 Develop, review, maintain and implement operational policy that ensures the effective delivery of a safe system of work in the operational environment.
  - 4 Negotiate and consult on issues affecting the competent delivery of Prevention and Protection including technical fire safety regulation and collaboration.
  - 5 As a member of the Executive Officer rota, take command at Operational Incidents and ensure that procedures for communicating at incidents are followed.
  - 6 Work in partnership with the Police, Fire and Crime Commissioner, local authorities and other agencies to ensure effective development of partnership working and compliance with fire safety legislation, Civil Contingency Act and Fire and Rescue Services Act and the continued adoption of good practice.
  - 7 Manage resources to ensure maximum quality of service and availability for delivery of prevention, protection and response. Consider whether collaboration with partner agencies is a means of achieving this.
  - 8 Develop and maintain National capabilities (USAR, IRU, HVP and DIM availability)
  - 9 Effectively lead direct reports, managing and developing self and others to improve personal and team performance and achieve the Fire and Rescue Plan, directorate and ECFRS objectives.
  - 10 Manage the efficient and effective use of physical and financial resources to support activities and to deliver directorate and ECFRS strategy.
  - 11 Be a role model for effective and positive inclusive leadership behaviour that is outcome focused and future- and transformation-orientated.
  - 12 Work with the CFO to effectively manage internal and external relationships, ensuring effective working with other members of the Leadership team and all Service directorates in order to support the Service Strategy and cross department working, maximising client service.
  - 13 Responsible for the effective management and timely resolution of people management issues which may include acting as an investigating officer or hearing manager.

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- 14 Positively contribute to a safe work environment ensuring compliance with Health and Safety, Risk Management, Business Continuity and Safeguarding policy and procedure. Protect all personal information in adherence with the Data Protection Act 2018.