



THE ROLE

Head of Prevention

Department:	Prevention
Role Code:	PRV01
Grade:	12
Responsible to:	Area Manager – Prevention Protection Response
Responsible for:	Line management of departmental managers
Date Issued:	March 2022

Job Purpose:

To protect and save life, property, and the environment by Developing, Implementing Embedding, and reporting against the Prevention Strategy on behalf of the service. As the ECFRS Prevention Strategy owner, this role will advise the senior leadership team, and lead ECFRS Prevention delivery for the service.

As Head of Prevention this role will influence, implement, and support the development of Prevention activity delivered by all employee's ensuring Prevention is everybody's responsibility.

The role will align the service to National best practice delivering a targetted "person centred approach" to delivery.

The role will provide strategic direction and oversight to:

- Live Safe: Home Safety & Safe & Well Delivery, Volunteering, Inclusion, Partnerships, ECFRS Heritage Functions,
- Education & Specialist Interventions, Cadets, Joint ECFRS & Police Education Officers, Duke of Edinburgh, JFS & Firebreak Delivery Programmes,
- Road & Water Safety Partnerships (SERP) and activities.

The role is responsible for:

- Ensuring that we raise the profile of ECFRS with key strategic partners, stakeholders, and communities,
- Influence external facing partnerships and key strategic level stakeholders,
- Ensuring continuous improvement of ECFRS Prevention Interventions
- Ensuring the development of robust evaluation and quality assurance processes,
- Alignment to National Standards and Legislative Requirements,

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- Horizon scanning of government / national agendas to contribute and influence community-focused and a person-centred approach,
- Champion collaborative approaches across prevention, that supports organisational priorities; placing people at the centre of what we do.

Main Duties and Responsibilities:

1. Advise Senior Management on the Strategic direction and delivery of ECFRS prevention activities.
2. To develop, monitor, implement and embed the ECFRS Prevention Strategy and Delivery Plans, ensuring effective communication to both internal and external stakeholders.
3. To deliver and develop a broad and diverse range of programmes and targeted interventions, ensuring benefit realisation and change management.
4. To lead local and national level programmes and provide direction to National / Regional Projects and Programmes of work; to act as the ECFRS decision maker in relation to ECFRS Prevention Activities.
5. Provide strategic oversight to ECFRS Prevention Strategy; Leading and manage the day-to-day activity of our Prevention teams to ensure effective design, delivery, evaluation and reporting of Prevention activity.
6. Ensure the innovative design and delivery of high quality, community focused, targeted, evidence led prevention activity linked to Service priorities and in support of the Fire and Rescue Plan – Ensuring Prevention delivery is core to all ECFRS resources.
7. Manage the efficient and effective use of resources to support activities and to achieve departmental and ECFRS objectives.
8. Manage the budget for the Prevention team to ensure best value for the public by ensuring effective and efficient delivery of prevention activity, driving continuous improvement and internal efficiencies where required. Provide financial budgeting setting, forecasting and financial modelling. Influence and attract significant income generation to support the services Prevention Strategy.
9. Produce quality strategic level reports for Senior Leadership and PFCC, strategic partners and key stakeholders; ensure monitoring, performance management and timely reporting on progress against objectives and Performance Indicators.
10. Deliver continuous improvement of our prevention offer and outward facing representation and engagement by delivery staff through engagement with delivery managers.

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11. Deliver risk-based programmes including management of strategic risks, HMICFRS and NFCC Professional Standards
12. Contribute to the Service Prevent, Protect and Response strategy and drive forward the Prevention agenda. Drive effective collaborative working with partners and engagement with stakeholders to support the development and delivery of the Integrated Risk Management Plan.
13. Liaise with a wide range of people at strategic, tactical and Operational level; including managers at all levels in the Service and those representing external organisations providing a professional link between internal departments. Manage and develop self and others to improve personal and team performance and deliver objectives.
14. Responsible for the effective management and timely resolution of people management issues which may include acting as an investigating officer or hearing manager. Responsible for timely actioning of all relevant people management processes within the department, including appraisals/PDR's, attendance management etc
15. 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 1998.
16. Any other duties commensurate with the responsibilities and grading of the post.