



Job Description

Station Commander B

Department: Service Delivery
 Responsible to: Group Commander/
 Department Manager

Main purpose of the role

To be an integral part of Station Management Teams /Departmental Team(s). To be responsible for the actions and activities of Supervisory Managers and other individuals as appropriate to meet Service objectives.

To understand and champion leadership, demonstrate a commitment to excellence and develop others to enhance workplace performance and influence change. To be committed to, encourage and promote Service values and comply with the required standards of conduct and so promote the Authority within the community.

In addition the role may require undertaking an appropriate level of command at operational incidents via the flexi-duty system rota.

Key Duties and Responsibilities (aligned to national Station Manager Role Map)

	Examples of this include:
<ul style="list-style-type: none"> Lead, monitor and support people to resolve operational incidents (EFSM 2) 	<ul style="list-style-type: none"> Reviewing and determining incident status; Assuming responsibility and implementing action to support those involved in the incident; Debriefing following the resolution of incidents.
<ul style="list-style-type: none"> Determine solutions to hazards and risk identified through inspection and investigation (EFSM 3) 	<ul style="list-style-type: none"> Planning and implementing inspections and investigations; Responding to findings following inspections and investigations with agreed timescales; Presenting evidence at proceedings.

<ul style="list-style-type: none"> ○ Plan and implement activities to meet service delivery needs (EFSM 10) 	<ul style="list-style-type: none"> ○ Plan and allocate work activities to meet service delivery needs; ○ Agreeing resources for work activities; ○ Implementing and evaluating work plan to achieve objectives; ○ Making recommendations for improvements to work activities.
<ul style="list-style-type: none"> ○ Manage the effective use of resources (EFSM 12) 	<ul style="list-style-type: none"> ○ Planning and obtaining physical resources including estimating costs and benefits; ○ Ensuring the availability of supplies, negotiating with suppliers and reaching agreements which provide good value and meet organisational and legal requirements; ○ Monitoring the use of physical resources, continuously monitoring the quality and making sure standards of service/product delivery are maintained, taking prompt action where necessary.
<ul style="list-style-type: none"> ○ Select required personnel (EFSM 13) 	<ul style="list-style-type: none"> ○ Identifying personnel requirements and selecting required personnel for both external and internal recruitment using a variety of techniques and assessing in an objective way against specifications.
<ul style="list-style-type: none"> ○ Manage the performance of teams and individuals to achieve objectives (EFSM 14) 	<ul style="list-style-type: none"> ○ Agreeing objectives and work plans with teams and individuals; ○ Allocating and delegating work to teams and individuals; ○ Assessing the performance and providing feedback to teams and individuals on their performance; ○ Resolving performance issues with teams and individuals.
<ul style="list-style-type: none"> ○ Develop teams and individuals to enhance workplace performance (EFSM 15) 	<ul style="list-style-type: none"> ○ Identifying the development needs of teams and individuals and planning their development; ○ Developing teams to improve performance; Delivering individual learning and support for development; ○ Evaluating the development of teams and individuals.
<ul style="list-style-type: none"> ○ Manage yourself to achieve work objectives (EFSM 16) 	<ul style="list-style-type: none"> ○ Organising and structuring personal work activities to achieve objectives; ○ Developing and continuously

	<p>improving productive working relationships;</p> <ul style="list-style-type: none"> ○ Implementing personal development plans to continuously improve personal performance.
<ul style="list-style-type: none"> ○ Provide information to support decision making (EFSM 21) 	<ul style="list-style-type: none"> ○ Obtaining reliable and appropriate information for decision making; ○ Recording and storing information complying with organisational policy and the law; ○ Evaluating information to support decision making using effective methods of analysis; ○ Advising and informing others including identifying their information needs and supporting your advice with sound evidence.
<ul style="list-style-type: none"> ○ To actively promote and demonstrate personal commitment in respect of the Service's core purpose, values and policies concerning quality of service and customer care, equality, diversity and health, safety and welfare. 	<ul style="list-style-type: none"> ○ Being sensitive to the needs of others, particularly with regards to fairness, equality and diversity issues. ○ Recognising health and safety issues at work and dealing with them to minimise or eliminate the degree of hazard or risk. ○ Ensuring personal safety and that of others at all times. ○ Promote, monitor and manage the welfare of self and others ○ Promote wellbeing, by education of self and others ○ Adhering to the policies and procedures of the Service.

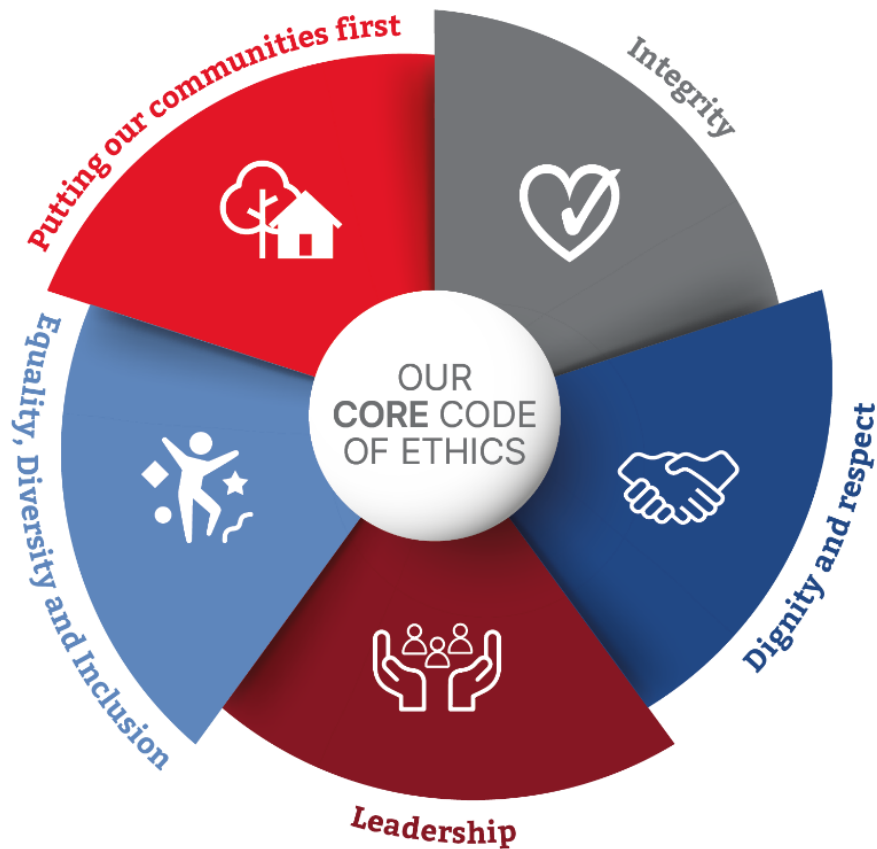
The postholder will be required to undertake any other reasonable duty commensurate with the grading and responsibility of the post. This could be at any location across the Service working a variety of shift patterns, in order to meet Service priorities, business continuity requirements or personal development.

Person Specification

Requirements	Essential or Desirable	Identified by
<u>Qualifications and Training</u>		
Ability to pass an Incident Command assessment at Level 2	Essential	Incident Command Assessment (if required)
Evidence of continued professional development appropriate to the role	Desirable	Application, Selection process
Have or be working towards a recognised qualification in Leadership and Management (Level 5 or above)	Desirable	Application
Possess IFE Level 4 Certificate Unit 3 – Fire Service Operations and Incident Command	Desirable	Application, Exam Certificate
Possess IFE Level 4 Certificate Unit 2 – Fire Safety	Desirable	Application, Exam Certificate
Possess a Health and Safety qualification or equivalent experience appropriate to the role	Desirable	Application
<u>Knowledge and Understanding</u>		
An awareness of the role of a Station Commander	Essential	Selection process
Demonstrates an understanding of the importance of equality and diversity to HWFRS as an employer and service provider	Essential	Selection process
Demonstrates an understanding of and ability to implement and manage Health & Safety in the workplace	Essential	Selection process
Demonstrates understanding of and commitment to NFCC Core Code of Ethics	Essential	Application
Demonstrates understanding of and commitment to the national Fire and Rescue Service Leadership Framework for a Station Manager	Essential	Selection process
<u>Experience</u>		
Practical experience of operational incident management	Essential	Competence in Watch Commander role as a minimum
Effective operational command	Desirable	Application, Selection



experience appropriate to the role		process
Experience of leading teams and individuals effectively	Essential	Application, Selection process
<u>Skills and Abilities</u>		
Demonstrates high level of written and verbal communication skills	Essential	Application, Selection process
Competent level of IT skills using Microsoft Office applications including Word, Excel, Outlook and other systems	Essential	Application, Selection process
Demonstrate ability to understand and apply relevant information to make appropriate decisions and create practical solutions	Essential	Application, Selection process
Ability to develop and maintain constructive working relationships with a variety of individuals, groups and stakeholders	Essential	Application, Selection process
Hold and maintains a current full UK driving licence	Essential	Application, Driving Licence Check
Achieve the required medical standards to meet operational requirements (subject to reasonable adjustments under the Equality Act 2010 where appropriate)	Essential	Medical
Achieve and maintain the required fitness levels to meet operational requirements	Essential	Fitness test
Ability to provide a response base for the performance of standby / call-out duties. This base must be within the geographical area of Herefordshire and Worcestershire.	Essential	Application



Putting our communities first

We put the interest of the public, the community and service users first.

Integrity

We act with integrity including being open, honest and consistent in everything we do.

Dignity and respect

We make decisions objectively based on evidence, without discrimination or bias.

Leadership

As positive role models, we are accountable for everything we do and challenge all behaviour that falls short of the highest standards.

Equality, Diversity and Inclusion

We stand against all forms of discrimination, create equal opportunities, promote equality, foster good relations and celebrate difference.