Career Opportunity

Deputy Fire Chief

Full Time Permanent - Closes December 6

The Municipality of Crowsnest Pass is Canada's southerly traveled corridor of the Rocky Mountains and is historically known for its scenic land of forests and peaks. Nestled in the southwest corner of Alberta, the Crowsnest Pass offers all the amenities you need to live, work and play. Friendly people, good facilities, great restaurants, amazing outdoor recreation and services make for an excellent quality of life in this vibrant and growing community.

The Municipality of Crowsnest Pass is looking for a qualified people focused Deputy Fire Chief to join our team.

POSITION SUMMARY

Reporting to the Manager of Protective Services/ Fire Chief, the Deputy Fire Chief provides a wide range of emergency management services for the Municipality of Crowsnest Pass. The Deputy Fire Chief is responsible for providing excellent leadership for a progressive department of paid on-call personnel. Assisting the Fire Chief with the overall organization, coordination, and operational direction of the department, the Deputy Fire Chief will proactively seek opportunities to improve departmental efficiencies and service levels, providing expertise in incident management, emergency response planning and general administration of the department.

This is a permanent full-time out of scope position. The salary range for this role starts at $99,000 annually.

KEY DUTIES AND RESPONSIBILITIES

1. Assists with the development of safe and effective emergency response strategies and systems for the Municipality.
2. Provides incident command for emergencies and actively participates in the on-call rotation as required. Incident command shifts alternate with the Fire Chief and Fire Officers, during or after normal working hours.
3. Provides leadership and guidance to the Training Officer, ensuring a high-quality training program is effective and sufficient, adequately preparing responders for a variety of emergencies. Where appropriate, provide training records to Human Resources for personnel files.

4. Performs fire inspections and investigations.
4. Performs public education and public relations activities.
5. Assumes local incident command for situations requiring the Emergency Coordination Centre to be activated.
6. Ensures training records are documented and maintained.
7. Leads the firefighter recruitment process and makes recommendations for selection of personnel.
8. Ensures detailed records are kept for all maintenance functions. Ensures all processes pertaining to the operation and maintenance of the department's vehicle fleet and equipment are followed to ensure all apparatus and equipment are maintained in a ready state for response.
9. Proficiently uses fire related and office software such as FirePro, Microsoft Office, and Excel.
10. Develops pre-incident plans.
11. Ensures compliance with provincial and corporate OH&S legislation and policies.
12. Assists with the preparation of department budgets and assists the Fire Chief in ensuring that the department remains within budget.
13. Conducts annual and ongoing performance appraisals for personnel under their supervision.
14. Provide back up and coverage in the Fire Chief's absence, supporting Fire Rescue, Community Peace Officer and Environmental Programs.
15. Performs other related duties as required and assigned.

EDUCATION AND EXPERIENCE:

The position requires the following qualifications:

- NFPA 1001 Level I and II (IFSAC or Pro-board)
- NFPA 1002 (IFSAC or Pro-board)
- NFPA 1021 Level I Fire Officer (IFSAC or Pro-board-NFPA 1021 Level II preferred)
- NFPA 1041 Level II Fire Service Instructor (Pro-board or IFSAC certified)
- NFPA 1031 Fire Inspector Level I (IFSAC or Pro-Board-NFPA 1031 Level II preferred)
- NFPA 1033 Fire Investigator Level II (IFSAC or Pro-Board)
- Certified Safety Codes Officer in the Fire Discipline
- ICS 200
- Wildland 215 Urban Interface
- EOC/ECC training and experience
- Class 3 Driver's License with air (Q) endorsement

Please use this link to review the full posting and to apply
https://MunicipalityofCrowsnestPass.scouterecruit.net/jobs/MCP265

The Municipality of Crowsnest Pass offers an engaging work environment, training opportunities, paid days off and a full benefit package including participation in the Local Authorities Pension Plan (LAPP) a defined benefit plan, extended health and dental coverage and a health and wellness spending account.