

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Fire
and Rescue

Job Ref Number:

Service Area: Fire and Rescue

Job Title: Chief Fire Officer

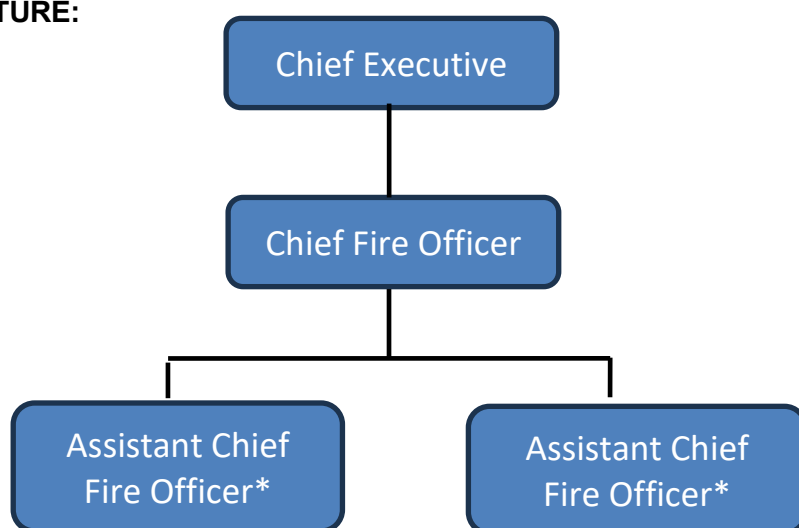
PURPOSE OF JOB:

A key Senior Leadership role within the Council, reporting directly to the Chief Executive, this post provides strategic leadership and development to our Fire and Rescue Service.

The role is responsible for the managing and development of the 2 Brigade Managers and other senior officers within Lincolnshire Fire & Rescue, and to ensure that the Service is planned and delivered in a cost effective, integrated way that meets policy and quality requirements.

To contribute to the creation of one Council, giving leadership to the communities Lincolnshire County Council serves, working effectively in partnership with others to develop effective solutions, promoting integration as the mechanism for strengthening service provision. A key area is continued transformation of the service ensuring efficient ways of working and digital solutions to meet financial challenges.

TEAM STRUCTURE:



*Shared Deputy CFO

MAIN DUTIES:

1

The strategic management and development of the delivery of services for area of responsibility (Fire and Rescue).

2	A personal portfolio of corporate programmes or projects.
3	<p>Demonstration of the Council's Core Abilities at Senior Management level</p> <ul style="list-style-type: none"> ○ Personal Leadership ○ Being Future Focused ○ Political and Commercial Astuteness ○ Supporting a High Performing and Flexible Workforce ○ Drive for Results
4	Contribute and/ or lead in the development and implementation of policies, strategies and plans that deliver the shared vision, strategic objectives, and service goals.
5	Work with other stakeholders to develop and maintain an integrated approach to performance management, quality standards, and service delivery.
6	Assist in the development of a customer focused approach.
7	Promote inter-service working throughout all organisations (commissioners and providers) and contribute and/or lead on strategic, corporate, and partnership programmes as required.
8	Ensure continuous improvement through effective delivery.
9	Develop frameworks for Quality Assurance, agreeing appropriate performance standards and review processes with clients, and monitor delivery against targets.
10	Act as the lead for the delivery of strategic commissioned services in area of responsibility working closely with Members, Chief Officers, internal colleagues, and external stakeholders, regionally and nationally; ensure effective services are in place and influence agendas and increase inward investment.
11	Ensure that staff understand and apply sound commercial and financial principles to the commissioning process and demonstrate an excellent working knowledge of issues arising in the area of responsibility.
12	To be accountable for the assessment of risk and the development of appropriate responses to individual situations and overall business effectiveness and continuity.
13	To develop and promote a strong organisational ethos in support of the Council's vision and purpose and based on the Council's values.
14	To develop and promote a philosophy of collaborative and partnership working and of innovation and creativity including the mobilisation of the resources of other agencies where possible to achieve improved services.

15	To act as a role model to other managers and staff helping them to manage uncertainty and to respond positively and creatively to changing expectations.
16	To optimise the resources and infrastructure available to the Council and ensure they are utilised effectively and efficiently.
17	To develop leadership potential and talent across the Council coaching and motivating staff to achieve performance excellence.
18	To create a positive image of the County Council as an Executive representative.
19	To take ownership of the aim to deliver excellent customer service, incorporating the Council's equality and diversity objectives and help the council to achieve best practice in all it delivers.
20	To remain up to date and compliant with all relevant legislation, organisational procedures, policies, and professional codes of conduct in order to uphold standards of best practice.
Specific responsibilities as Chief Fire Officer:	
21	To contribute and/or lead in the development and implementation of service strategies and delivery plans to meet the Council's and Fire and Rescue Service's targets and objectives.
22	To work with the Chief Executive to ensure the Lincolnshire Fire and Rescue Service is appropriately organised and structured to meet the Council's requirements and to keep the structure under continuous review.
23	To lead, inspire and develop the Lincolnshire Fire & Rescue Leadership Team and ensure the effective management, development, and motivation of all staff within this Service.
24	To ensure continuous improvement through effective performance management, resource and asset management and quality assurance arrangements throughout Lincolnshire Fire & Rescue.
25	To ensure that within Lincolnshire Fire & Rescue all services are managed within allocated budgets and to identify and evaluate new funding opportunities.
26	To work with the Executive, the relevant portfolio holder, and elected members to assist in the realisation of the Council's vision, aims and objectives and to support the democratic processes of the Council.
27	To establish and develop effective partnerships in support of the Council's objectives with

	other statutory agencies and with the private and voluntary sectors. This includes the statutory duty to collaborate with other emergency services, including innovative ways of achieving this.
28	To provide strategic leadership and support in emergencies (Gold Command) and in leading and supporting activities at operational level as appropriate.
29	To provide strategic direction for the management of Risk Management and Operational Service; Resources; Policy, Planning and Performance, Emergency Planning and Business Continuity.
30	To be responsible for the Brigade Managers and other senior colleagues in the areas of Risk Management and Operational Service; Resources; Policy, Planning and Performance, Emergency Planning and Business Continuity.

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
Educated to degree level (or equivalent) and/or completion of Fire Service Leader Programme (or equivalent)	A		✓
Critical incident Command training and/or experience	A	✓	
Evidence of continued professional, managerial and personal development in relevant professional area	A/I	✓	
Appropriate experience in the management of complex operational incidents	A/I	✓	
An impressive track record of developing services and translating local, regional and national requirements into practical outcomes	A/I	✓	
Extensive experience of leading a ranging portfolio of services and contributing to corporate and strategic management in either the public or private sector or both	A/I	✓	
Track record of challenging existing standards and costs of services through effective performance management and best value principles	A		✓
Extensive experience of working in partnership with a range of internal and external stakeholders to create excellent services	A/I	✓	

Experience of maximising opportunities created by the innovative use of technology, modern working practices, and alternative service delivery methods	A/I	✓	
Practical experience of planning and managing large and complex financial budgets and other resources	A/I	✓	
Ability to create and maintain strong positive relationships across the organisation at all levels including a relationship of both personal and professional credibility and trust with elected Members	I	✓	
Strong influencing and negotiating skills with the ability to establish credible relationships across partner and other external organisations that command professional confidence	A/I	✓	
Highly developed interpersonal and communication skills	I	✓	
Ability to think conceptually and analyse complex data critically	A/I	✓	
Able to demonstrate effective motivational leadership and vision to staff at all levels including a positive attitude to change in order to develop and maintain services in a constantly changing environment	I	✓	
Personal commitment to and understanding of equalities issues in aspects of service delivery and employment issues	A/I	✓	
Effective risk management	A/I	✓	
Situational Awareness – maintains an active awareness of the environment to promote safe and effective working	A/I	✓	

*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the Lincolnshire County Council Core Values and Behaviours and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition, employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.