

JOB POSTING

POSITION:	Deputy Fire Chief – Permanent, Full-Time (Exempt)
DEPARTMENT:	Fire & Emergency Services
RATE OF PAY:	\$82,935 per annum
HOURS OF WORK:	Monday – Friday, (37.5 hours/week) Some evening and weekend work is required
POSTING DATE:	May 10, 2023
CLOSING DATE:	May 24, 2023
ENTITLEMENTS:	<i>Comprehensive benefits package, including a municipal pension plan; Flexible work schedule, and banked time in lieu.</i>

JOB SUMMARY

Ucluelet, on the west coast of Canada, is a place of spectacular rugged beauty. The wild coastlines offer endless opportunities for adventure. Whether you enjoy beachcombing, storm watching, surfing, kayaking, hiking, or fishing, Ucluelet offers something for everyone. Settle into the slow, stress-free lifestyle of this unique Canadian paradise.

The District of Ucluelet is offering a rare opportunity for a qualified candidate to fill the new role of Deputy Fire Chief in our growing community. The ideal candidate is a highly motivated and detail-oriented leader who will oversee the direction of the fire department's prevention and education programs.

The Deputy Fire Chief is a team player who possesses strong interpersonal and leadership skills, cultural sensitivity, and values that align with those of the District of Ucluelet and Ucluelet Fire Rescue. This high-profile role requires the ability to work well under pressure, and exercise courtesy, tact, confidentiality, as well as diplomacy while promoting public safety.

JOB DESCRIPTION

Principal Responsibilities

- Organize and execute all facets of the fire department training program including the maintenance of training records.
- Organize and execute the fire prevention program including pre-fire planning, public education, and fire safety inspections.
- Provide oversight of the fire department's Occupational Health & Safety Program.
- Assist the Fire Chief in planning, coordinating, and directing activities of the fire department.
- Ensure fire department business continuity in the absence of the Fire Chief.
- Assist with achieving public compliance of District of Ucluelet bylaws as they relate to the fire service and / or life safety.
- Assume incident command when appropriate.
- Conduct fire investigations including the filing of reports to the Office of the Fire Commissioner.
- Assist with recruitment and retention of firefighters.
- Ensure fire department compliance with all statutory and regulatory requirements.
- Participate in professional associations (ie: BC Fire Training Officers Association and Fire Prevention Officers Association of BC).
- Attend and / or organize meetings (ie: Officers meetings, Municipal Council meetings, Emergency Planning Committee meetings) as required.
- Support neighbouring jurisdictions and partner agencies with whom the District of Ucluelet conducts business.
- Assist with routine firehall, equipment, and apparatus maintenance and repairs.
- Participate in continuing professional development.

- Operate within the financial parameters established by the District of Ucluelet.
- Carry out other administrative, educational, and operational duties as required by the Fire Chief (ie: participate in Emergency Operations Centre Activations and training).

Minimum Qualifications:

- 5 years of fire service experience with progressive levels of responsibility.
- A valid British Columbia Class 5 Driver's Licence with air brakes endorsement.
- Proficiency with computer programs such as Microsoft Word, Excel, and PowerPoint.
- NFPA 1001 Standard for Fire Fighter Professional Qualifications Level 2.
- NFPA 1021 Standard for Fire Officer Professional Qualifications Level 1.
- NFPA 1521 Standard for Fire Department Safety Officer Professional Qualifications.
- Incident Command System Level 300.
- VIERA NFPA 1001 Firefighter Level 2 Evaluator Certification.
- Current EMA Licensing Board First Responder Licence.

Preferred Qualifications:

- NFPA 1031 Standard for Professional Qualifications for Fire Inspector & Plan Examiner.
- NFPA 1033 Standard for Professional Qualifications for Fire Investigator Level 1.
- VIERA First Responder Instructor / Evaluator.
- Local Assistant to the Fire Commissioner experience.
- Emergency Management training and experience.

Other Requirements:

- Current Drivers Abstract must be submitted as a condition of employment (*The license must not include any restrictions that would affect the ability to legally and safely carry out the responsibilities of the position*).
- Must reside within 15 minutes of the Ucluelet Firehall.
- Must maintain a level of physical fitness conducive to the role of a firefighter.
- Must carry a pager and be able to respond to incidents.
- Must be available for after-hours on-call coverage.
- The successful applicant will be required to provide criminal record clearance as a condition of employment.
- An equivalent combination of education and experience may be considered.

Qualified applicants may apply by sending your resume and cover letter including references to:

Samantha McCullough, Manager of Human Resources & Communications- careers@ucluelet.ca

District of Ucluelet, Box 999, 200 Main Street, Ucluelet, BC V0R 3A0

The District of Ucluelet wishes to express our appreciation to all applicants for their interest and effort in applying for the position and advise that only those selected for an interview will be contacted.