

FIRE CHIEF

TOWN OF DIAMOND VALLEY

AccessHR is pleased to partner with the Town of Diamond Valley in the recruitment of a full-time, permanent Fire Chief.

ABOUT DIAMOND VALLEY

Just minutes from the majestic Rockies and Kananaskis Country, Diamond Valley offers a cherished lifestyle for those wishing a close connection to nature coupled with an easy commute to Calgary and Okotoks. Rich in natural beauty, our community provides an endless choice of outdoor recreation, cultural experiences, entrepreneurial opportunities, and regional community programs and services.

Recently amalgamated, the new community of 5,500 offers the best in small-town values, friendly people, affordable housing, access to quality medical care, outstanding educational, recreational, and retail facilities, and wide-open spaces. Welcome to Diamond Valley!

POSITION DESCRIPTION

This is a full-time, permanent position reporting to the Chief Administration Officer of the Town of Diamond Valley. The position provides overall leadership and direction to a team of volunteer firefighters operating out of two fire stations. The Fire Chief is an active member of the operational team and represents the Diamond Valley community locally and within the firefighting community.

The Fire Chief oversees the administration, direction, and control of all aspects of the fire department including administration, fire suppression, fire prevention, and fire investigation activities. They will ensure compliance with legislated codes, bylaws and policies, and applicable local, provincial, and federal fire regulations.

The Fire Chief is responsible for building and ensuring cohesion in team process and performance, while maintaining a safe, professional, and respectful culture. Leading through empowerment, the Fire Chief will be an experienced leader and firefighter, capable of directing a dedicated and experienced team, while creating opportunities for ongoing development.

The Fire Chief, either directly or through delegation, fulfills duties as the Director of Emergency Management. This includes the development, implementation, and maintenance of the Town of Diamond Valley Emergency Plan, and coordination of activities relating to the prevention, mitigation, preparedness, response, and recovery from major emergencies and disasters.

QUALIFICATIONS

- Exemplary leadership, public relations, presentation, and interpersonal skills; ability to collaborate effectively with municipal administration personnel
- Financial knowledge and experience including operational and capital budgeting, fiscal management, and equipment procurement
- Human resource skills including recruitment, training, performance management, and SOP/SOG development and enforcement

EDUCATION & EXPERIENCE

- 10+ years firefighting experience
- 5+ years progressive leadership including experience in an interim or permanent Fire Chief or Deputy Fire Chief role
- NFPA 1010 or NFPA 1001 and NFPA 1002 (Pump Operator) or equivalent
- NFPA 1140 or NFPA 1051 (Level 1) or equivalent
- NFPA 1030 or NFPA 1031 or equivalent
- NFPA 1033 or equivalent
- NFPA 470 or NFPA 1072 (Operations) or equivalent
- NWCG S-215 or equivalent
- Extensive experience with Incident Command System (ICS) and emergency management models with a minimum of ICS I-300
- Extensive knowledge of the Fire Prevention Act including Occupational Health & Safety legislation
- Safety Codes Officer Group B2 or equivalent
- Advanced First Aid with BLS and CPR
- Grade 12 Diploma or GED equivalence

ASSETS

- Post-secondary degree or diploma in Emergency Services Management
- Fire Service Management Certificate
- Emergency Operations Centre (EOC) and/or Emergency Coordination Centre (ECC) training and/or experience
- Instructor credentials NFPA 1041 Level 1 and/or teaching experience
- ICS I-400
- Safety Codes Officer Group C1 Fire Investigator or equivalent
- Knowledge of Forest & Prairie Protection Act and Alberta Fire and Building Codes

WHAT WE OFFER

- Competitive compensation plan including comprehensive benefits, employee & family assistance, generous vacation, and an outstanding RRSP matching program.

POSITION REQUIREMENTS

- Resident of the Town of Diamond Valley prior to commencement of employment

- Valid Class 5 driver license with air endorsement and no more than 6 demerits
- Successful completion of a criminal record check including vulnerable sector search
- On-call requirement including long hours during emergency situations
- Availability for evening meetings, open houses, and training

APPLY

Interested candidates are invited to apply with a cover letter and resume by email to recruiting@accesshrinc.com. Please indicate "Fire Chief" in the subject line of your email. **The position posting will close at 6:00 pm on May 15th, 2023.**

All applicants will receive a personalized response and candidates under consideration will be contacted directly. Please be advised that applications will be monitored daily, and interviews may be scheduled throughout the posting period.

We encourage applicants from diverse backgrounds to apply as the Town of Diamond Valley is committed to offering a diverse and safe workspace free from discrimination. All applicants are considered regardless of age, gender, race, disability, sexual orientation, gender identity or expression, and religion.