

Chief Fire Officer

Join us – make a difference in our communities

West Sussex as an area is rapidly changing with increasing pressures from our demographics, continuing challenges to provide our residents and communities with greater levels of choice to support improved outcomes in their lives and of course we need to do this within tighter and tighter financial constraints. We recognise therefore that our organisation, working with and alongside our partnerships, needs to fundamentally change.

During a period of significant and fundamental change, we need strong, experienced, collaborative and cohesive leadership across our organisation. This requires a strong, collaborative strategic and corporate foundation for our organisation.

As the statutory Chief Fire Officer, you will be responsible for determining the vision and strategic direction of the West Sussex Fire and Rescue Service by leading and developing a highly effective and trusted service in landscape of transformation and change. The priorities for the service will include leading on Fire Service Integration and Collaboration with partners and delivering against the Integrated Risk Management Plan.

About the job

You will be responsible for ensuring that West Sussex Fire & Rescue Service fully discharges its statutory obligations and duties (under the Fire and Rescue Services Act 2004 and other Statutory Instruments, Guidelines and Regulations), and all current statutes and regulations relating to fire safety and fire prevention, having regard to the Fire and Rescue National Framework and the needs of West Sussex people and communities.

You will have a strong focus on performance, driving efficiencies and transforming the service delivery operations to provide best value for money for residents. Looking for improvements in customer experience through integration with other public, private and voluntary sector organisations and across a range of professional disciplines will also be important. You will have a crucial leadership role in strategic change programmes in the service and be responsible for the Council's emergency management function.

As a member of the Chief Executive's Leadership Team, you will contribute to the development and operation of the County Council's strategic direction.

You will be required to undertake operational duties and be available on call as agreed. Consequently, you will need to live within the County or bordering the County in order to respond to operational incidents in a timely fashion.



What you'll need to succeed

You will have a proven track record of delivering and leading a complex service, with extensive experience of operating successfully within a senior leadership team, shaping and influencing innovative and high-quality practice in high performing teams. You will need to provide strategic leadership and work collaboratively to lead and embed a performance focused culture to deliver high quality outcomes. You will have a thorough understanding of the relationships and culture of organisations that impact on the wider Council.

Job details

Grade: Senior Management Group (SMG)

Directorate Group: West Sussex Fire and Rescue Service

Location: Chichester

Required experience and skills

(These will be used as the shortlisting criteria)

Key Skills:

1. Proven transformational and visionary leader with proven ability to lead a strategic team at a similar level through customer services and leadership capability. Able to delegate responsibility and provide constructive feedback and coaching to individuals in roles where there is a high degree of discretion in decision making.
2. Ability to work proactively with fully delegated authority to use principles and seasoned judgement to deal with complex issues without referral, for example resolution of complex service issues.
3. Excellent communication skills with the ability to influence, motivate, negotiate and establish credibility to represent the County Council and enhance its reputation and form positive relationships with external partners and elected members.
4. Ability to lead across a multi-agency environment including local authorities, emergency organisation, the private sector and the third sector, building working partnerships to foster effective joint working based on collaboration and cooperation to deliver "joined-up" services or programmes.
5. Able to think within general policies, principles and goals to develop creative, innovative and customer-focused solutions, embracing and creating an enthusiasm for change and working effectively with others to deliver outcomes including longer term cultural benefits.
6. Proven people-management skills with the ability to inspire and provide direction and support promoting a "can do" attitude and an environment of creativity and innovation.



Qualifications and/or experience:

- Educated to degree level or equivalent by experience.
- Evidence of continuing professional development in leadership and business management.
- Significant knowledge of public sector services, the macro social and economic context within which local authorities work and the implications of this for delivery of County Council's aims.
- Significant track record in executing team and individual performance effectively.
- Significant understanding of service delivery models, concepts and principles gained through extensive business exposure in a diverse range of organisations or services.
- Detailed knowledge and significant experience of operating in senior strategic leadership roles, gained within a Fire and Rescue environment.
- Recent experience of successfully leading the delivery of strategic objectives and transformation in a large complex organisation.
- Significant experience of having worked at a senior level in a political environment.
- Experience of/qualified to take strategic (Gold) command during a major incident/civil emergency.

Key responsibilities

Be responsible for the service delivery of fire and rescue functions ensuring that intended outcomes and agreed service levels are achieved through effective management against key performance indicators, with a particular focus on resilience and firefighter safety.

Be responsible for significant delegated financial budgets and resources ensuring that they are allocated effectively for the delivery of intended outcomes in a manner which demonstrates value for money and compliance with relevant policies and guidelines.

Develop business plans to implement the agreed business strategies for the Council and its partners which are focused on delivering the political objectives and priorities of West Sussex and which mitigate all identified risks.

Be accountable for delivering against the Integrated Risk Management Plan (IRMP).

Oversee and ensure the procurement and maintain the programme of fleet and asset renewal across the Council, including for the Fire and Rescue Service.

Provide strong, visible and collective leadership across the Council and its partners which builds a culture of high performance, inspires people and supports the delivery of the Council's strategic objectives.



Job Description & Person Specification



Ensure that there is a clear and consistent focus across the Council and its partners on delivering an inclusive and outstanding customer experience to all of the citizens and communities of West Sussex.

Provide guidance and support to Cabinet and members in translating their political objectives and priorities into coherent initiatives that will deliver their intended outcomes for West Sussex.

Ensure that professional leadership is provided across a broad range of disciplines which sets a clear professional direction across the Council based on national best practice.

Lead and drive a culture of continual improvement for the Council ensuring that business processes are effective and efficient and enable the highest possible levels of service quality to be provided.

Lead strategic programmes and projects for the Council ensuring that they are managed and controlled in an effective manner in order to achieve their intended benefits and goals. One of the primary roles for the CFO will be leading on the Fire Service Integration and Collaboration with partners.

Oversee and take steps required to ensure the discharge of the County Council's responsibilities for collaborative working as required by the Policing and Crime Act 2017.

As a 'Gold Incident Command' officer you will be required to provide emergency incident management services for the County, and in other fire services when requested. This will be on a rotational basis with the other 'Gold Incident Command' officers. When scheduled on the rota, for better performance of your duties, you will be required to reside within reasonable proximity to your place of employment and be fit and able to attend incidents as a matter of urgency.

Recall to duty will be used when officers are committed to incidents and no other on duty resources is available.

You will be required to undertake routine medical examinations throughout your employment and it is your responsibility to maintain a level of physical fitness to meet the requirements of the role.

Our Values

You will lead, promote and demonstrate the values of our organisation.

- Trust and Support
- Listen and Act Upon
- Customer Centred
- Honest and Realistic
- Genuinely Valued

You will lead, promote and demonstrate the cultural ambition of our organisation:



Job Description & Person Specification



"We have an inclusive and supportive culture, work in partnership and reward individual and team contribution."

JD Code: SMG

Date: February 2021

