**Devon and Somerset Fire & Rescue Service Job Description, Core Values and Person Specification**

**Job Role/Size:** **Competent Firefighter**  **Job Title: Firefighter**

**Reports to: Watch Commander Line Manager**

**Responsibilities: None**

**Job Purpose: To attend emergency incidents and undertake other duties commensurate to the role. To undertake risk reduction activities in the core duties of protection, prevention and response in line with the Firefighters Role Map**

**Main Duties and Responsibilities**

**Risk Reduction**

* Activities in the core duties of protection, prevention and response.
* Deliver community safety and operational risk assessment programmes in line with Integrated Risk Management Plan and locally identified needs.
* Identify and report hazards and risks associated with fire in simple premises
* Assess risks associated with fire in simple premises
* Confirm measures are in place to protect people from fire in simple premises
* Review fire protection systems in simple premises
* Plan and gather evidence for the purpose of fire safety regulation in simple premises

**Public Safety**

* Give general fire safety advice and guidance to people when requested
* Educate members of the community in the risks and hazards of fire and other emergencies
* Assist in the delivery of Service initiatives, programmes and strategies to reduce fire and other emergency calls
* Work collaboratively with other agencies to minimise risks to our communities

**Emergencies**

* Respond immediately and safely to all emergency calls and requests for assistance
* Deal with emergencies as directed and work effectively and efficiently as a member of a disciplined team
* Minimise distress and suffering, including giving first aid care
* Respond to technical rescues using specialist equipment Including and not limited to
  + Rescues from height and confined spaces
  + Attend swift water rescue incidents
  + Attend incidents in a maritime environment
  + Attend large animal rescues
* Respond to medical emergencies on behalf of other agencies

**Health and Safety**

* Recognise health and safety issues at work and take action to minimise or eliminate the degree of hazard or risk
* Ensure personal safety and that of others at all times
* Promote a culture of health & safety, equality, diversity and fairness within the workplace. To embrace the Core Values and ensure compliance with appropriate legislation and policies.

**Dealing with People**

* Establish and maintain the confidence of members of the public
* Develop and maintain links with the community
* Be sensitive to the needs of others with regard to fairness and dignity
* Seeks opportunities to work with others across the Service to share knowledge and increase understanding.
* Being a good role model who leads by example and demonstrates high standards.

**Protecting the Environment**

* Mitigating damage to the environment from hazardous materials
* Decontaminating people and property affected by hazardous materials
* Supporting people involved in hazardous materials incidents

**Personal Fitness and Hygiene**

* Maintain the expected standards of physical and medical fitness necessary to carry out the duties of a Firefighter
* Maintain personal appearance, hygiene and cleanliness of uniform in keeping with our Service standards

**Equipment**

* Maintain all firefighting and emergency equipment in a state of readiness, including cleaning, repairing and testing as required to approved standards and procedures
* Check firefighting resources provided for Fire and Rescue Service use including hydrants and fixed installations
* Be proactive in the use of new technologies

**Driving, Manoeuvring and Redeploying Fire Service Vehicles**

* Must have light vehicle licence
* As an organisation DSFRS has a responsibility to ensure that it adopts a driving policy that above all encourages safety.
* Driving vehicles to incidents in a safe manner in line with Service standards
* Manoeuvring, siting and redeploying vehicles

**Local Geography**

* Ensure knowledge of local streets, roads and buildings situated within the Fire Station response area is up-to-date
* Be aware of the risks, possible hazards and water supplies to be found within the Fire Station area

**Administration**

* Complete basic paperwork and routine administration including recording of information
* Use information technology as required and in accordance with the Data Protection Act 1998
* Keep personal records up-to-date

**Training**

* To participate in a personal appraisal process to identify training and development needs and to attend training events as directed
* Take part in a continuous training programme by attending theoretical training sessions, exercises, practical drill sessions and other forms of training to maintain competence levels

Undertake any other duties commensurate with the level of responsibility and expertise as may be required by the Chief Fire Officer in line with the Service Integrated Risk Management Plan. Adhere to all policies and procedures of the Service.

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| **Job Description - Generic Role Map responsibilities, National Occupational Standards (NOS) and Job Specific responsibilities.** | | | |
| **Role Map Responsibilities** | **As part of these responsibilities you will be required to -** | NOS | **The following is not an exhaustive list but illustrate the relevant Job specific responsibilities.** |
| Inform and educate your community to improve awareness of safety matters | * Promote safety matters to inform your community * Facilitate learning through demonstration and instruction | FF1 | **Public Safety**   * Give general fire safety advice and guidance to people when requested * Educate members of the community in the risks and hazards of fire and other emergencies * Assist in the delivery of Service initiatives, programmes and strategies to reduce fire and other emergency calls * Work collaboratively with other agencies to minimise risks to our communities |
| Take responsibility for effective performance | * Take responsibility for personal performance * Establish and maintain effective working relationships with people * Develop your own skills to improve performance | FF2 | **Training**   * To participate in a personal appraisal process to identify training and development needs and to attend training events as directed * Take part in a continuous training programme by attending theoretical training sessions, exercises, practical drill sessions and other forms of training to maintain competence levels   **Personal Fitness and Hygiene**   * Maintain the expected standards of physical and medical fitness necessary to carry out the duties of a Firefighter * Maintain personal appearance, hygiene and cleanliness of uniform in keeping with our Service standards   **Health and Safety**   * Recognise health and safety issues at work and take action to minimise or eliminate the degree of hazard or risk * Ensure personal safety and that of others at all times * Promote a culture of health & safety, equality, diversity and fairness within the workplace. To embrace the Core Values and ensure compliance with appropriate legislation and policies.   **Administration**   * Complete basic paperwork and routine administration including recording of information * Use information technology as required and in accordance with the Data Protection Act 1998 * Keep personal records up-to-date |
| Save and preserve endangered life | * Conduct a search to locate life involved in incidents * Rescue life involved in incidents * Provide treatment to casualties * Support people involved in rescue operations | FF3 |  |
| Resolve operational incidents | * Control and extinguish fires * Resolve incidents other than those involving fire or hazardous materials * Support people involved in an operational incident | FF4 | **Emergencies**   * Respond immediately and safely to all emergency calls and requests for assistance * Deal with emergencies as directed and work effectively and efficiently as a member of a disciplined team * Minimise distress and suffering, including giving first aid care * Respond to technical rescues using specialist equipment Including and not limited to   + Rescues from height and confined spaces   + Attend swift water rescue incidents   + Attend incidents in a maritime environment   + Attend large animal rescues * Respond to medical emergencies on behalf of other agencies   **Local Geography**   * Ensure knowledge of local streets, roads and buildings situated within the Fire Station response area is up-to-date * Be aware of the risks, possible hazards and water supplies to be found within the Fire Station area |
| Protect the environment from the effects of hazardous materials | * Mitigate damage to the environment from hazardous materials * Decontaminate people and property affected by hazardous materials * Support people involved in hazardous materials incidents | FF5 | **Protecting the Environment**   * Mitigating damage to the environment from hazardous materials * Decontaminating people and property affected by hazardous materials * Supporting people involved in hazardous materials incidents |
| Support the effectiveness of operational response | * Collect information on risks in your community * Collect information on resources in your community * Maintain internal resources | FF6 | **Equipment**   * Maintain all firefighting and emergency equipment in a state of readiness, including cleaning, repairing and testing as required to approved standards and procedures * Check firefighting resources provided for Fire and Rescue Service use including hydrants and fixed installations * Be proactive in the use of new technologies |
| Support the development of colleagues in the workplace | * Communicate your own skills and knowledge to colleagues * Support development of colleagues | FF7 | **Best Practice**   * Seeks opportunities to work with others across the Service to share knowledge and increase understanding. * Being a good role model who leads by example and demonstrates high standards. |
| Contribute to fire safety solutions to minimise risks to your community | * Inspect premises to minimise risks to people, property and the environment * Report on issues arising from an inspection | FF8 | **Risk Reduction**   * Activities in the core duties of protection, prevention and response. * Deliver community safety and operational risk assessment programmes in line with Integrated Risk Management Plan and locally identified needs. * Identify and report hazards and risks associated with fire in simple premises * Assess risks associated with fire in simple premises * Confirm measures are in place to protect people from fire in simple premises * Review fire protection systems in simple premises * Plan and gather evidence for the purpose of fire safety regulation in simple premises |
| Drive, manoeuvre and redeploy fire service vehicles | * Drive vehicle to incidents * Manoeuvre, site and re-deploy vehicles | FF9 | **Driving, Manoeuvring and Redeploying Fire Service Vehicles**   * Must have light vehicle licence * As an organisation DSFRS has a responsibility to ensure that it adopts a driving policy that above all encourages safety. * Driving vehicles to incidents in a safe manner in line with Service standards * Manoeuvring, siting and redeploying vehicles |

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| **Core Values of the Service** |
| * **Honesty, clarity and accountability** |
| * **Respect for each other** |
| * **Working together to improve** |
| * **A ‘can do’ attitude** |

Please follow this link to the Service Core Values [behavioural framework](http://intranet/CoreValues/documents/Core%20Values%20Framework%20Final%20A4.pdf)

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| Signed acceptance of the Core Values of the Service and agreement that the Job Description is a fair and accurate statement of the requirements of the job: | | | |
| Job Holder |  | Date |  |
| **Job Holder’s Manager** |  | **Date** |  |
| **Designated Senior Manager (if applicable)** |  | **Date** |  |

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| Person Specification | | | |
| **Job Role/Size:** **Firefighter** **Job Title: Firefighter** | | | |
| Key Competencies | | | |
| Essential | | | Desirable |
| * Ability to work in a team and on own initiative * An appreciation of the environment in which the team operates * Flexibility and adaptability * Maintenance of a high level of fitness * Self motivation * Literacy and numeracy | | | * Good communication skills * Evidence of problem solving skills |
| Work Experience | | | |
| Essential | | | Desirable |
|  | | | * Experience of working with community groups or voluntary sector |
| Qualifications/Knowledge | | | |
| Essential | | | Desirable |
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| Personal Qualities and Attributes | | | |
| Personal Style | Commitment to Diversity and Integrity | Understands and respects diversity and adopts a fair and ethical approach to others | |
| Openness to Change | Is open to change and actively seeks to support it | |
| Interpersonal skills | Confidence and Resilience | Maintains a confident and resilient attitude in highly challenging situation | |
| Working with Others | Works effectively with others both within the Fire and Rescue Service and in the community. | |
| Effective Communication | Communicates effectively both orally and in writing | |
| Commitment to Development | Committed and able to develop self and others | |
| Working with information | Problem Solving | Understands, recalls, applies and adapts relevant information in an organised, safe and systematic way | |
| Situational Awareness | Maintains an active awareness of the environment to promote safe and effective working | |
| Commitment to Excellence | Adopts a conscientious and proactive approach to work to achieve and maintain excellent standards | |

**Updated – 23/01/17**