



Requires a Full-Time Fire Chief

As the Full-Time Fire Chief, you will provide the vision, leadership and strategic direction to the Goderich Fire Department and to those areas of the Township of Ashfield-Colborne-Wawanosh and the Municipality of Central Huron who have shared service agreements for fire suppression services, in support of its mission to deliver fire protection services and a range of programs to protect the lives and properties of the citizens of Goderich and the neighbouring municipalities.

Under the direction of the Chief Administrative Officer, the successful applicant shall be responsible for:

- Performing the responsibilities of the position within the legislative and regulatory standards as set out in all applicable provincial and municipal regulations, policies, and by-laws;
- Ensure that the Town's mission, vision, corporate goals and objectives are integrated into the strategic and operational activities of the Goderich Fire Department;
- Accountable for providing overall management, direction, efficient operation and leadership to the Goderich Fire Department personnel, fire education, fire suppression services, monitoring and assistance to other municipalities through Mutual Aid;
- The overall development and execution of policies and standard operating procedures surrounding fire prevention, education and all other provisions of fire fighting services;
- Serving as the Fire Chief Official for areas of Ashfield-Colborne-Wawanosh and the Municipality of Central Huron; as authorized by by-law and agreement;
- Administering and enforcing legislation, including the Fire Prevention and Protection Act, 1997, and the Ontario Fire Code;
- Conducting fire inspections (including vulnerable occupancies), including follow-up and enforcement of premises (i.e., hotels, motels, nursing homes, homes for the aged, special care facilities, industries) and inspections of all other possible occupancy types to assess legislative compliance and prepare inspection reports and orders under the authority of the FPPA;
- Identifying and assessing strengths, deficiencies, non-compliance with the FPPA, serious threats to public safety, gaps in program and service delivery, including identifying trends and issues, analyzing and interpreting municipal emergency response data and statistics and preparing reports on findings with action plans and recommendations for issue mitigation and resolution, including appropriate follow up. Conducting municipal risk assessments, surveys (e.g., Municipal Fire Protection Information Survey), fire service reviews, leading to the creation of municipal master fire plans;
- Participating as a member on various committees and/or working groups to represent the interests of the Town in relation to other local, County and provincial fire safety issues and concerns by promoting and delivering fire prevention and public fire safety education programs and public information literature in support of the fire department and other stakeholders;

- Performing administrative responsibilities including investigative and evaluative documentation, developing and maintaining municipal and fire safety inspection files, preparing expense accounts, and maintaining office equipment;
- Developing, recommending, and implementing maintenance schedules for all firefighting equipment, facility and systems;
- Attending Pre-Consultation meetings and provide comments on planning application files (Site Plans) to the Town's Planning Development group (CBO, Clerk and Planner) relating to the Fire Code;
- Supporting Ontario Fire Marshal led fire investigations;
- Conferring with the CAO to ensure that the activities of the department are consistent with the department's Establishing and Regulating By-Law, and with the Town's Corporate Strategic Plan;
- Establishing and monitoring an effective volunteer firefighter's recruitment and retention program in collaboration with senior volunteer captains/officers to ensure required complement of volunteer fire fighters is maintained;
- Undertaking special projects and perform other duties as directed by the CAO or Council;
- Interviewing and hiring of new volunteer fire fighters, conducting performance appraisals, direct the training and development of volunteer firefighters, providing coaching opportunities and facilitating disciplinary action when required;
- Maintaining personnel and training records for all department members; provides all personnel and training records to the Town's payroll department;
- Attending Council and Committee meetings, as required

The ideal candidate will possess the following qualifications:

- Post-secondary education in fire service administration, or a related field
- Ontario Fire College Certification
- Strong working knowledge of firefighting and emergency response regulations but not limited to the Ontario Fire Code, Fire Protection and Prevention Act, Highway Traffic Act, Municipal Act, Occupational Health & Safety Act, Ontario Building Code, fire inspection and other legislation, guidelines and best practices related to the operation of a municipal Fire Department
- Ten (10) years of progressive fire experience in a municipal fire department, with five (5) years' experience at a supervisory or management level, or equivalent
- Outstanding analytical and problem-solving skills to evaluate a range of issues and challenges, and provide appropriate advice in such areas as risk assessment, master fire planning, administration, public fire safety education, fire prevention and code enforcement, liability reduction, staffing concerns and performance measurement
- An outstanding communicator and negotiator who forms strong relationships with diverse stakeholders
- Demonstrated labour relations skills and a reputation for inclusive, collaborative, and team-oriented leadership
- Proactive, results oriented, fair and objective individual
- Exceptional verbal and written communication skills
- Effective time-management and organizational skills

- Proven ability to develop and execute training initiatives using a variety of training methodologies
- Clean Criminal Record Check
- Valid Class G Driver's Licence
- Clean Driver's Abstract

Rate of Pay for this position is \$47.07 - \$56.01/hour (2022 Rates).

This position works thirty-five (35) hours per week, 8 AM to 4 PM, Monday to Friday at the Goderich Fire Station. However, as required, the Fire Chief shall work evenings, weekends, and holidays.

The Town of Goderich offers a comprehensive health benefits package, including dental care, vision care, prescription drug coverage, paramedical services, OMERS Pension Plan, Employee Recognition Programs, and Professional Development Program. The Town of Goderich promotes a productive team environment for personal growth and success.

Qualified candidates are invited to email their letter of application and resume (one PDF document) to HR@goderich.ca, by 4 PM, November 28, 2022.

Town of Goderich – Human Resources
57 West Street
GODERICH, Ontario
N7A 2K5

Only those individuals selected for an interview will be contacted. Information is collected solely for the purpose of job selection under the provisions of the Municipal Freedom of Information and Protection of Privacy Act. The Town of Goderich is an equal opportunity employer.

The Town of Goderich is committed to fostering a positive and progressive workforce that is representative of the citizens we serve. We will provide equitable treatment and accommodation to ensure barrier-free employment.

In accordance with the Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act and the Town of Goderich's Integrated Accessibility Standard, a request for accommodation will be accepted as part of the Town's hiring process.

To avoid any delays in the recruitment process, if you require accommodation to apply or if selected to participate in an assessment process, we will work with you to meet your needs.