



# BUILD A CITY. BUILD A FUTURE.



## Assistant Chief of Fire Prevention & Community Risk

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.*

*City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future** at the City of Surrey*

### SCOPE

As an integral part of the management team, the Assistant Chief of Fire Prevention and Community Risk Reduction will be responsible for providing leadership, expertise and accountability while working closely with the management team and front-line staff to meet the goals of the Surrey Fire Service. Reporting to the Deputy Chief and Fire Chief, the successful applicant will play a key role in managing the day-to-day fire prevention services for one of the fastest growing cities in Canada.

### EMPLOYMENT STATUS

Exempt – Regular Full-Time

### RESPONSIBILITIES

- You will use your leadership and supervisory skills to oversee prevention branch staff.
- Your excellent ability to communicate and encourage will be critical as you interact with firefighters, fire officers, administration team, key stakeholders and other agencies.
- You can strategically plan and follow an evidence-based decision-making process.
- You are a critical thinker who can understand how decisions impact current operations as well as future plans.
- As an Assistant Chief of Prevention and Community Risk Reduction you will be responsible for data quality assurance, overseeing policy enforcement, management of community fire prevention initiatives, coverage as an on-call duty chief, policy administration and response to public complaints. Other administration related duties include utilizing record management systems, time management software and business intelligence software to collect and analyze data.
- Your effective time management, software utilization and organization skills will be critical as you deliver on your objectives within demanding timelines and quickly adjust to changes in areas of focus.
- Promoting public safety and managing programs to help citizens reduce their risk of injury will be a key component of this position.
- You will use your leadership and supervisory skills to oversee bargaining unit staff.
- You will use your knowledge and considerable experience to provide expertise in managing the planning, organizing and delivery of service.

### QUALIFICATIONS

- Post-secondary education in a professional discipline pertinent to the job function combined with relevant and sustained leadership experience. A combination of education and experience will be considered.
- Excellent interpersonal, communication and critical thinking skills along with an extensive knowledge of fundamental principles and practices related to modern and proactive fire services operating in a risk-based model.
- An inclusive, forward thinking and transparent leader who motivates and engages others while making evidence-based decisions with clarity and diplomacy.
- Additional assets include supervisory experience in a unionized environment and measurable experience in a fire service exempt management position.



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## **Additional Info**

M2F - \$152,491 - \$179,401

- This position works 37.5 hours per week Monday to Friday and may require you to be available for off-duty call out.

## **APPLY**

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 5979.

**This Posting Closes on June 28, 2024.**