



SUCCESS GROWS HERE!

Career Opportunity

Community Services Department | Permanent Full-Time Position | Monday - Friday
8:00am - 4:30pm (40 hrs/week) + meetings and events outside of regular business hours

The Opportunity

Lacombe County is seeking an experienced and community-minded **Deputy County Fire Chief** to play a key leadership role within our Community Services department. This position provides operational, technical, and administrative support to the Manager of Fire & Emergency Services and to the various District Fire Departments across Lacombe County.

If you are passionate about fire services, emergency management, and supporting safe, thriving rural communities, this is an exciting opportunity to make a meaningful impact.

Key Responsibilities

Leadership & Administration

- Provide direction, guidance and administrative support to the District Fire Chiefs in their department's operations.
- Assist with the coordination and the oversight of fire suppression, incident command, inspections, training, public safety, and prevention programs.
- Assist in the development, implementation and maintenance of fire-related policies, procedures, and Standard Operating Guidelines.
- Act in a relief capacity for the Manager of Fire & Emergency Services as required.

Regulatory Compliance & Equipment Coordination

- Administer annual regulatory requirements for the District Fire Departments including CVIPs, PPE testing, hose and ladder testing, SCBA inspections, and more.
- Maintain detailed records to ensure compliance with standards and legislation.

Emergency Response

- Provide support for District Fire Department emergency response activities. Attend emergency scenes and assume appropriate roles, including Incident Command, when required.
- Assist with fire investigations.
- Act in the capacity of Safety Codes Officer (Fire Discipline).

Training & Development

- Coordinate and evaluate training programs for District Fire Department members.
- Maintain certification records and support recruitment and onboarding.
- Participate in and support District Fire Department training activities, including skill development, exercises, and evaluations.

Fire Prevention & Public Safety

- Review and approve fire and fireworks permits.
- Monitor weather, operational, and environmental conditions and support fire ban/restriction decisions.
- Participate in and provide support for public education initiatives and fire prevention/fire protection initiatives.



Emergency Management

- Serve as Deputy Director of Emergency Management.
- Assist in the development, maintenance, and implementation of the County's Emergency Management Plan.
- Support training, exercises, public education, and emergency coordination.

Key Qualifications

- Ability to work collaboratively with District Fire Chiefs, District Fire Department Members, municipal staff, and external partners. Demonstrated ability to provide guidance, coordination, and leadership.
- Proficient in Microsoft Office applications (Word, Excel, Outlook). Experience in fire management software is an asset.
- Highly developed organizational and time-management skills with the ability to manage multiple priorities and deadlines. Strong attention to detail in maintaining accurate records and documentation.
- Working knowledge of applicable legislation, codes, standards, and best practices related to fire services, emergency management, occupational health and safety, and public safety.
- Strong understanding of fire suppression operations, fire prevention, inspection practices, and firefighter training programs, incident command systems and emergency response roles.
- Post-secondary education in Fire Services Administration, Emergency Management, Public Administration, or related field. Additional certifications including, NFPA 1001 Level 2, NFPA 1041 Level 1, NFPA 1021 Level 2, Fire Inspector, Fire Investigator, ICS 300, First Aid & CPR, Safety Codes Officer (Fire Discipline) certification, or willingness to obtain, and Emergency Management certification, or ability to obtain.
- Minimum 8 years (preferred) progressive fire service experience.
- This position is required to attend some emergencies located throughout the County. Preference will be given to candidates who are willing to relocate within (or near) the area of Lacombe County.

Why Lacombe County?

Lacombe County is committed to maintaining a vibrant, healthy, safe, caring and inclusive work environment. We hire great people who are looking to contribute to our respectful workplace. We support a work-life balance and offer an excellent compensation package including:

- A Pension for Life! This position participates in the Local Authorities Pension Plan, a defined benefit pension plan, where a monthly pension is paid to you for life upon retirement.
- A comprehensive group health and dental plan *plus* an annual health/wellness spending account.
- Annual vacation that increases with each year of employment.

To express interest, please forward your application no later than 8AM, April 1, 2026 to:
hr@lacombecounty.com.

Applications may be reviewed and scheduled for an interview as they are received.
This position may be filled before the deadline date.

We thank all applicants for their interest; however, only those invited for an interview will be contacted.

Please note: All applicants must be legally entitled to live and work in Canada.
This competition may remain open longer until a suitable candidate is found.