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## Fire Chief

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A small town with a big heart – filled with smiling faces.

Sooke embraces our natural assets including local parks, trails, waterways and oceanfronts; we honour the history of the lands of the T'Sou-ke and Sc'ianew (Cheanuh) First Nations within the Coast Salish Territory.

"Where the rainforest meets the sea." Characterized by warm, dry summers and mild winters, Sooke's pleasant climate is a year-round paradise for those who enjoy outdoor activities, such as hiking, biking, kayaking, or sailing.

*Our team welcomes those who share our values of accountability, compassion, leading by example, respect, and service excellence to apply for this exciting opportunity.*

The District of Sooke has a permanent employment opportunity for a Fire Chief. Reporting to the Chief Administrative Officer ("CAO"), the Fire Chief provides operational and administrative leadership to the Fire department through developing and maintaining readiness in all aspects of firefighting and fire prevention functions for the District of Sooke.

The Fire Chief is responsible for leading a team of professional employees and volunteers in meeting operational, statutory, and regulatory requirements, while ensuring that Sooke's Fire & Rescue services respond to changing community needs, thus enhancing the quality of life and safety of its residents.

The Fire Chief manages a number of dynamic individuals and projects at one time and may be interrupted frequently to meet the needs and requests of residents. The Fire Chief is exposed to environments and emergency situations that are dangerous, busy, noisy and these situations require excellent organizational, time and stress management skills to mitigate emergencies and/or complete the required tasks. In the absence of the Deputy Fire Chief, the Fire Chief leads the Sooke Emergency Program as the Emergency Program Coordinator for the District.

As a member of the senior leadership team of the District, the Fire Chief works collaboratively with other municipal managers and directors to prepare budgets, develop plans to achieve strategic organizational goals, and provide departmental updates and reports to Council.

The Fire Chief for reasons of operational efficiency and operational effectiveness in the delivery of emergency service, will preferably reside within the boundaries of the District of Sooke and allow for reasonable response times to the Sooke Fire Department.

To be considered for this role, applicants should have:

- A minimum Fire Officer Level III certification, with demonstrated experience at this level, through IFSAC or ProBoard
- A post-secondary education in Public Administration or MATI Leadership in Local Government Organizations through Local Government Management Association ("LGMA"), or equivalent, or a combination of experience and education
- A minimum of ten (10) years' experience as a senior officer such as Assistant Chief, Deputy Chief or Fire Chief

- Must be able to obtain and maintain competencies of First Responder Level III, and AED and spinal endorsements, with the appropriate additional endorsements as required by the department training division
- Must be able to obtain and maintain CPR certification
- A completion of NFPA 1031 Fire Inspector Level II
- A completion of NFPA 1033 Fire Investigator
- A completion of NFPA 1035 Public Educator Level I
- A completion of NFPA 1041 Fire Service Instructor II with enhanced presentation skill sets
- A completion of Incident Command System (“ICS”) 400
- Must be able to obtain and maintain a valid BC Class 3 Driver’s License, an annual Driver Abstract will be required
- A satisfactory Criminal Record Check

Additional consideration will be given to applicants with the following qualifications:

- Executive Chief Fire Officer (“ECFO”) designation through the Canadian Association of Fire Chiefs

This position is exempt from the bargaining unit. The 2021 salary for the Fire Chief is \$141,613.20/year, plus an excellent benefit package.

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To view the full job description, visit the employment page of our website at [www.sooke.ca/employment](http://www.sooke.ca/employment).

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Please quote **2021-015 Fire Chief** in the subject of your email, and submit your detailed resume and cover letter, in PDF format, outlining your interest and experience for this opportunity to [hr-jobs@sooke.ca](mailto:hr-jobs@sooke.ca).

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**Closing date for receipt of applications is 9:00 p.m. on Monday, September 6, 2021.**

*The District of Sooke thanks all applicants for their interest and advises that only those to be interviewed will be contacted.*