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**Watch Manager**

**Post Specification**

**Fire and Rescue Service**

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| **Date** | **Jan 2024** |
| **Post Title** | Watch Manager |
| **Department** | Service Delivery |

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| **Purpose of this post** | |
| To play a key role in making Cumbria’s communities safer through the planning, co-ordination, and delivery of service activities within the station area.  Reports to Station Manager – Service Delivery/Operational Command | |
| **Key job specific accountabilities** | |
| 1. Support in the development and delivery of all aspects of prevention, protection and response. 2. Lead and manage the performance of staff. 3. Monitor and manage the performance of designated Watches and quality assure all aspects of service delivery. 4. Investigate and audit the causes of incidents (fire/accident/near miss/discipline etc.) 5. Plan, prepare and review site specific risk information as appropriate to location. 6. Plan and prepare Operational/training exercises as appropriate to location and deliver training and development to both Regular and On Call staff. 7. Carry out the role of an Assessor where appropriate. 8. Undertake low/medium level Fire Protection audits in line with the CFRS Risk Based Inspection programme. 9. Undertake operational assurance at incidents/exercises and take command where appropriate. 10. Undertake such work as may be determined by the Chief Fire Officer. 11. Demonstrate commitment to the values of the Service as outlined in the [National Fire Chief Council (NFCC) Code of Ethics framework](https://www.ukfrs.com/core-code-ethics), encourage all those that you work with do the same. | |
| **Key facts and figures of the post** | |
| **Budget Responsibilities** | * None |
| **Staff Management Responsibilities** | * Manager staff and responsibilities as required |
| **Data Responsibilities** | * N/A |
| **Other** | * Carry out work in support of Service objectives |
| **Essential Criteria - Qualifications, knowledge, experience and expertise** | |
| **Experience**  **Essential**   * Experience of maintaining activities to meet requirements. * Experience of managing information for action. * Experience of taking responsibility for effective performance * Experience of supporting the development of teams and individuals. * Experience of investigating and reporting on events to inform future practice. * Experience of leading and supporting people to resolve operational incidents. * Experience of supporting the efficient use of resources. * Experience of acquiring, storing and issuing resources to provide Service Delivery. * Experience of responding to poor performance in your team.   **Desirable**   * Hold the post of competent substantive Watch Manager or competent substantive Crew Manager * Experience of assessing performance using a range of methods. * Experience of leading the work of teams and individuals to achieve their objectives.   **Knowledge**  **Essential**   * An in-depth knowledge of statutory requirements affecting role. * A knowledge of Health and Safety legislation and statutory requirements including accident investigations. * A clear understanding of the risk concept and how it can be applied within a proactive safety culture. * Understanding of equality legislation and its application in relation to the duties of a supervisory management post * A good knowledge and understanding of Incident Command, and Command Support at operational incidents * A knowledge of disciplinary, grievance and performance management procedures * A clear understanding of how performance management impacts upon organisational performance   **Desirable**   * Health and Safety Qualification (IOSH)   **Key Skills/Behaviours**   * Ability to demonstrate a comitment to CFRS behaviours, values and Code of Ethics * Ability to provide leadership in both a community and organisational context. * Ability to manage and deliver change in a challenging environment * Ability to manage the performance of teams and individuals, setting and monitoring objectives * Ability to communicate effectively at all levels, with the ability to use a wide range of communication techniques * Ability to utilise I.T systems for reports, performance management, monitoring etc. * Personal integrity with the ability to demonstrate high personal standards * Evidence of Continual Personal Development * Able to develop self, teams and individuals to enhance work based performance   **Commitment**   * A commitment to demonstrating and promoting equality, diversity, and inclusion. * A commitment to develop self, teams and individuals to enhance work based performance. * A commitment to values of the Service and NFCC Code of Ethics framework. * A commiment to be a role model and demonstrate high personal standards. | |
| **Disclosure and Barring Service – DBS Checks** | |
| * This post requires a DBS check. * The level of check required is DBS Standard | |
| **Other Factors** | |
| * The post will involve travel throughout the county and sometimes country, including overnight stays | |

**National Fire Chiefs Council Code of Ethics**



A national Core Code of Ethics for Fire and Rescue Services in England has been developed in partnership with the National Fire Chiefs Council, Local Government Association, and the Association of Police and Crime Commissioners to support a consistent approach to ethics, including behaviours, by fire and rescue services in England. This outlines our behavioural framework, values, and cultural approaches and is at heart of everything we do.

For further information please visit <https://www.ukfrs.com/core-code-ethics>

The Core Code sets out five ethical principles, based on the Seven Principles of Public Life, which alongside the accompanying guidance provides a basis for promoting good behaviour and challenging inappropriate behaviour.

* **Putting our communities first** – we put the interest of the public, the community and service users first.
* **Integrity** – we act with integrity including being open, honest and consistent in everything we do.
* **Dignity and respect** - making decisions objectively based on evidence, without discrimination or bias.
* **Leadership** – we are all positive role models, always demonstrating flexibility and resilient leadership. We are all accountable for everything we do and challenge all behaviour that falls short of the highest standards.
* **Equality, diversity, and inclusion (EDI)** – We continually recognise and promote the value of EDI both within the FRSs and the wider communities in which we serve. We stand against all forms of discrimination, create equal opportunities, promote equality, foster good relations, and celebrate difference.