



# Post Specification

Group  
Manager B

Fire and Rescue  
Service

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| Date       | March 2025      |
| Post Title | Group Manager B |

To be read in conjunction with the job family role profile

## Purpose of this post

Leadership is key to Cumbria Fire and Rescue Service’s vision to deliver the best services possible to residents, businesses, and communities within Cumbria. Delivering excellent service to our communities, being adaptable to evolving requirements of a modern day fire and rescue service, and leading others to meet Service strategic objectives is key to our future success.

Our priorities are outlined below:

- **People** – We will ensure the Fire and Rescue Service is an inclusive organisation where we maximise the physical and mental well-being of all employees and their potential
- **Prevention** - We will provide a range of prevention activities that focus on protecting the most vulnerable and increase overall awareness of personal safety
- **Protection** - We will protect people, property and the environment by working with partners to ensure compliance with legislation
- **Working with others** - We will work together with our partners to provide a more efficient and effective service for the public
- **Use of resources** – We will work with others to develop opportunities for sharing support services and assets

## Key job specific accountabilities

1. Lead and assist in the development and implementation of strategic Service and departmental objectives and ensure their effective and efficient implementation
2. Provide cover on the Group Managers rota and respond to operational incidents adopting the appropriate role within the incident command system
3. To lead and be accountable for the efficient and effective management of a service area ensuring all objectives are successfully achieved through proactive performance management

## Our Code of Ethics



Putting our  
communities  
first

Dignity  
& Respect

EDI

Integrity

Leadership

4. Provide leadership, support and guidance for staff and promote continuous improvement
5. Take a lead role in researching, developing, managing and delivering policies and service projects where appropriate to meet the current and emerging needs of the Service
6. Establish and maintain good working relationships with partner organisations, elected members and external bodies as required to support the achievement of Service aims.
7. Represent CFRS at a Local, Regional and National level as required.
8. Carry out Investigations in relation to incidents, accidents, people, equipment and vehicles etc.
9. Undertake the role of National Inter-Agency Liaison Officer (NILO) as required
10. Quality Assure operational competence and workplace assessment processes
11. Comply with the broad requirements of a Group Manager role map

**Group Manager Rolemap**

- EFSM2 Lead, monitor and support people to resolve operational incidents
- EFSM6 Implement organisational strategy
- EFSM9 Implement and manage change in organisational activities
- EFSM10 Plan and implement activities to meet service delivery needs
- EFSM11 Determine effective use of physical and financial resources
- EFSM13 Select required personnel
- EFSM14 Manage the performance of teams and individuals to achieve objectives
- EFSM15 Develop teams and individuals to enhance work-based performance
- EFSM16 Manage yourself to achieve work objectives
- EFSM17 Advise on development and implementation of quality policies
- EFSM18 Implement quality assurance systems
- EFSM19 Monitor compliance with quality systems
- EFSM22 Develop information systems to support service delivery objectives
- EFSM23 Agree project plan to meet specified objectives
- EFSM24 Co-ordinate projects to achieve objectives

**Please note annual targets will be discussed during the appraisal process**

**Key facts and figures of the post**

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| <b>Budget Responsibilities</b>           | <ul style="list-style-type: none"> <li>• Manage Budgets as required</li> </ul>  |
| <b>Staff Management Responsibilities</b> | <ul style="list-style-type: none"> <li>• Lead and manage teams and individuals, including applying relevant policies and procedures as required. Provide leadership, mentorship, training, support, and guidance for staff, promoting continuous improvement.</li> <li>• Implement and preside over disciplinary, grievance, absence and other employee matters commensurate with the role.</li> <li>• Support the recruitment of staff to support high performing and flexible teams.</li> </ul> |
| <b>Data Responsibilities</b>             | <ul style="list-style-type: none"> <li>•</li> </ul>   |
| <b>Other</b>                             | <ul style="list-style-type: none"> <li>• Carry out work in support of Service objectives</li> </ul>   |

## 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 Associations of Police and Crime Commissioners to support a consistent approach to ethics, including behaviours. This outlines our behavioural framework, values, and cultural approaches and is at the 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.

| <b>Group Manager<br/>Person Specification</b> |  |
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|   | <b>Essential</b>   |
| <b>Experience</b>                             | <p>Hold the post of at least competent substantive Station Manager</p> <p>Experience of leading, monitoring and supporting staff to resolve operational incidents.</p>   |
| <b>Knowledge/<br/>Understanding</b>           | <p>Knowledge of Health and Safety at work legislation and its application to the Fire and Rescue Service.</p> <p>IOSH Qualification</p> <p>A working knowledge of the specific legislation applicable to the Fire and Rescue Service</p> <p>Possess an up to date knowledge of current Fire and Rescue Service developments applicable to this level of role</p> <p>A clear understanding of the equality and diversity agenda and how it relates to the Fire &amp; Rescue Service.</p> <p>Knowledge of disciplinary, grievance and performance management procedures.</p>   |
| <b>Key Skills and<br/>Behaviours</b>          | <p>Ability to implement organisational strategy</p> <p>Plan and implement activities to meet service delivery needs</p> <p>Ability to select personnel for employment</p> <p>Ability to manage the effective use of resources</p> <p>Ability to manage the performance of teams and individuals, setting and monitoring objectives.</p> <p>Ability to develop self, teams and individuals to enhance work based performance</p> <p>Ability to manage self to achieve work objectives</p> <p>Ability to undertake project work within a structured project management environment</p> <p>Proven success at managing change in the workplace and can demonstrate commitment to taking forward the modernisation agenda.</p> <p>Ability to communicate effectively at all levels, with the ability to use a wide range of communication techniques.</p> |

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|   | Computer literacy skills<br><br>Personal integrity with the ability to demonstrate high personal standards<br><br>Evidence of Continual Personal Development |
| <b>Other</b>  | Ability to travel throughout Cumbria and beyond including overnight stays where necessary.   |
| <b>Disclosure and Barring Service – DBS Checks</b>  |  |
| <ul style="list-style-type: none"><li>• This post requires a DBS check.</li><li>• The level of check required is:<ul style="list-style-type: none"><li>○ DBS Standard</li></ul></li></ul> |  |