



## Municipality of Brooke Alvinston Employment Opportunity Fire Chief

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The Municipality of Brooke Alvinston is looking for its first Part Time (22.5 hours per week) Fire Chief to lead the integration of their two fire departments into the new Brooke Alvinston Inwood Fire and Emergency Service. Located in eastern Lambton County, Brooke Alvinston is 311 square km in size with a population of 3,000. This rural community is serviced by the urban centres of Alvinston and Inwood. The Municipality is close to the large urban areas of Sarnia (35 minutes), London (45 minutes) as well as major transportation routes.

Reporting to the Clerk – Administrator, this senior administrative opportunity plays an active role with the corporate management team and council. The incumbent will be a progressive thinker, with the ability and skills to lead a dedicated group of volunteer fire fighters ensuring that the direction of council and the mandates of the Fire Protection and Prevention Act and the Emergency Management and Civil Protection Act are fulfilled.

As the Fire Chief, you will be responsible for the development of the new Brooke Alvinston Inwood Fire and Emergency Service and the development and delivery of programs related to fire prevention, public fire and emergency management education and emergency response.

The Fire Chief is supported by 40 + trained and enthusiastic volunteers with a wide range of talents, experience, age and rank. The department consists of two well maintained and equipped fire stations.

The Municipality of Brooke Alvinston is seeking an individual with the following attributes:

1. An excellent communicator with demonstrated effective leadership skills. In addition, the incumbent must be an effective problem solver and have strong time management skills.
2. Thorough working knowledge of the Fire Protection and Prevention Act, Occupational Health and Safety Act, the Emergency Management and Civil Protection Act, the Ontario Fire Service Section 21 Guidelines, OFMEM directives, guidelines and NFPA standards.
3. A well-rounded fire service background demonstrating progressively responsible positions with a minimum of 5 years' fire related supervisory experience including holding of a minimum NFPA 1021 Officers 1 designation or demonstrable experience.
4. Administrative skills and experiences, contemporary management practices with focus on human resource and change management.
5. The ability to think and act strategically in a political and community service environment, to build strong, enthusiastic teams and external partnerships and alliances. The successful candidate will collaborate with senior administration, council and team members to achieve the desired directions, while utilizing innovate techniques, recognizing necessary changes and the ability to implement and champion those changes.
6. Demonstrated computer literacy utilizing word processing, spreadsheets, power point presentation and data base software, fire-related applications and the internet.
7. Availability to attend after hours' meetings and emergencies as required.
8. Ability to pass a Vulnerable Person and Criminal Background check prior to employment.
9. Hold a DZ drivers licence.

To be considered for this position, please send your complete resume, cover letter and three professional references along with wage expectations by email only to [jdickers@brookealvinston.com](mailto:jdickers@brookealvinston.com), by Friday, 12:00 p.m. May 26, 2017. We thank you for your interest and advise that only candidates being interviewed will be contacted.