



Post Specification

Area
Manager B

Fire and Rescue
Service

Date	May 2024
Post Title	Area Manager B

To be read in conjunction with the job family role profile

Purpose of this post

- Lead and assist in the development and implementation of strategic Service and departmental objectives and ensure their effective and efficient implementation.
- Provide cover on the Strategic Managers rota on a continuous duty system and respond to operational incidents adopting the appropriate role within the incident command system.

Key job specific accountabilities

1. Lead and manage the delivery of an emergency service within the incident command system, and provide strategic leadership and support at incidents and events that present a significant risk to the community to ensure their effective management.
2. Organise and support the activities of a number of functional areas to achieve the objectives of the Corporate and Service Plans and controlling the effective use of resources.
3. Manage teams and individuals through effective performance management, applying policies and procedures as necessary, to ensure that corporate aims and objectives are achieved, and develop and implement strategic plans and reports.
4. Analyse, evaluate and communicate information to support decision making and facilitate the assessment of the effectiveness and quality of service provision.
5. To represent the Service at local, corporate and national level when required.

Area Manager Rolemap

- EFSM2 Lead, monitor and support people to resolve operational incidents

Our Code of Ethics



Putting our
communities
first



Dignity
& Respect



EDI



Integrity



Leadership

- EFSM5 Plan the implementation of organisational strategy to meet objectives
- EFSM6 Implement organisational strategy
- EFSM8 Lead organisational strategy through effective decision making
- EFSM9 Implement and manage change in organisational activities
- EFSM11 Determine the 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
- EFSM20 Exchange information to ensure effective service delivery

Optional

- 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
- EFSM25 Manage project to meet objectives

Please note annual targets will be discussed during the appraisal process

Key facts and figures of the post

Budget Responsibilities	<ul style="list-style-type: none"> • Manage Budgets as required
Staff Management Responsibilities	<ul style="list-style-type: none"> • 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. • Implement and preside over disciplinary, grievance, absence and other employee matters commensurate with the role. • Support the recruitment of staff to support high performing and flexible teams.
Data Responsibilities	<ul style="list-style-type: none"> •
Other	<ul style="list-style-type: none"> • Carry out work in support of Service objectives

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 ethic, including behaviours. This outlines our behavioural framework, values, ad 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.

Area Manager Person Specification	
	Essential
Experience	<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> <p>Evidence of individual personal and professional development at senior officer level.</p>

	<p>Educated to degree level in a relevant subject matter or equivalent working experience.</p> <p>Experience of operational command at large and complex incidents</p> <p>Experience of strategic planning and developing strategic documents</p> <p>Experience of managing the performance of teams and individuals, setting and monitoring objectives</p> <p>Proven successful experience of leading and driving performance improvement in the work place</p> <p>Experience of managing projects from start to completion</p> <p>Experience of working successfully as part of a team, building and maintaining effective working relationships</p> <p>Experience of making a positive contribution to the equalities agenda</p>
Knowledge/ Understanding	<p>Knowledge of Health and Safety at work legislation and its application to the Fire and Rescue Service.</p> <p>IOSH Qualification</p> <p>Working knowledge of specific legislation applicable to the Fire & Rescue Service in relation to fire safety and Fire & Rescue Service operations</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 & Rescue Service.</p> <p>Knowledge of disciplinary, grievance and performance management procedures.</p>
Key Skills and Behaviours	<p>Self-motivated, able to work on own initiative.</p> <p>Committed to quality in public service, able to take forward the Fire Service Reform programme and develop the Service.</p> <p>Good interpersonal skills, sensitive to the needs and aspirations of others.</p> <p>Well-developed communication skills, able to articulate complex issues to a wide range of audiences.</p> <p>High level literacy skills to produce complex written reports.</p>

	<p>Good numeracy skills, able to present and interpret numbers based information.</p> <p>Ability to manage the performance of diverse teams and individuals, setting and monitoring objectives.</p> <p>Personal integrity and authenticity, able to demonstrate high personal standards in dealing with people and financial matters.</p> <p>Team player, able to build and maintain good working relationships and contribute positively to the Service Strategic Leadership Team.</p> <p>Able to develop self, teams and individuals to enhance work based performance.</p>
Other	Ability to travel throughout Cumbria and beyond including overnight stays where necessary.
Disclosure and Barring Service – DBS Checks	
<ul style="list-style-type: none"> • This post requires a DBS check. • The level of check required is: <ul style="list-style-type: none"> ○ DBS Standard 	