



The Corporation of the Town of Petrolia
is seeking a

Fire Chief/Director of Protective Services

The Town of Petrolia is nestled in the heart of Southwestern Ontario's Lambton County and framed by Lake Huron and the St. Clair River. The Town's commitment to the preservation of its history supports a quality of life that energizes its residents and inspires its visitors. Petrolia boasts excellent schools, a hospital and an outstanding community and wellness centre.

Position: Fire Chief and Director of Protective Services

Department/Location: Fire Department & Administrative Offices

Type: Permanent, Full-Time

Union/Non-Union: Non-Union

Wage Scale: \$78,587.00 to \$95,613.00 annually, plus full benefits

General Outline:

Reporting to the Chief Administrative Officer, this position provides a unique opportunity of part-time Fire, part-time Protective Services responsibilities.

The Fire Chief/Director of Protective Services is responsible for the overall, general and financial management, direction, and leadership of the fire department, emergency management, and by-law enforcement (including the OPP contract). The fire chief component of this position provides services to both the Town of Petrolia, and the Township of Enniskillen, as the fire chief of a shared fire department. This position ensures compliance with all related standards and legislation

Requirements, preferred Skills, and preferred Certifications:

- Minimum 5 years of leadership experience in incident command emergency response roles, normally acquired in fire and rescue, paramedics, police services or in a related field;
- Post secondary education including a diploma or degree in Public Administration, Business Administration, Fire Service Management, or equivalent experience;
- Ontario Fire College, or training to the NFPA standard at the advance levels in the disciplines of Fire Officer, Fire Inspection, Fire Investigation etc.;
- Emergency Management training. Completion of Community Emergency Management Coordinator (C.E.M.C.) designation from Emergency Management Ontario is preferred;
- Incident Command training. IMS 100, 200 and 250 certificates preferred;
- Experience in Municipal By-law enforcement, Provincial Offences enforcement;
- Extensive knowledge of applicable legislation including the Fire Protection and Prevention Act 1997, Emergency Management and Civil Protection Act, 2009, Municipal Act, and statutory duties as a By-law Enforcement Officer;
- Strong leadership skills with the ability to influence decisions and affect change;
- Strong ability to consult;
- Ability to work effectively in a team environment;
- Demonstrate the ability in understanding best practices in the delivery of fire services, emergency management, bylaw enforcement and financial management and controls;

We appreciate the interest of all those who respond; however, only those selected for an interview will be contacted. Information obtained through this posting is collected for candidate selection only and is protected by the Municipal Freedom of Information Act. The Town of Petrolia is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Clerks Department to ensure your accessibility needs are accommodated throughout this process.

- Sound judgement and excellent analytical decision-making skills;
- Excellent verbal and written communication skills;
- Proven ability to handle matters of a confidential or sensitive nature to maintain confidentiality;
- Computer proficiency in MS Office (Word, Excel, Outlook) and database applications e.g. Fire Pro2, iCompass;
- Criminal record check, vulnerable persons check;
- Valid Ontario DZ driver's license and satisfactory driving record;
- Availability to work a variety of hours outside of standard business hours;
- Ability to respond to emergencies within the department SOG protocol for response, residing within the response area is preferred;

Detailed job description can be found at www.town.petrolia.on.ca

Deadline for applications is no later than **12 noon Friday, February 9, 2018**

Resumes clearly marked Fire Chief/Director of Protective Services to be directed in confidence to the attention of:

Mandi Pearson, Interim CAO/Clerk

Town of Petrolia

411 Greenfield Street

Petrolia, ON N0N 1R0 mpearson@petrolia.ca

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