



Job Description

Fire Service Regional Trainer

Regional District of Central Kootenay

TITLE OF IMMEDIATE SUPERVISOR: Regional Training Officer

TITLE OF IMMEDIATE SUBORDINATES: Could vary by assignment

DEPARTMENT: Fire Services

SUMMARY OF POSITION:

Reporting to the Regional Training Officer, a Fire Service Regional Trainer will deliver training and evaluation for RDCK Volunteer Fire Departments, to ensure firefighters are trained to required standards, and able to respond to emergency incidents. The hours of this position are not guaranteed, and are only on an as and when basis, following training function dates. The Regional Trainer must make themselves reasonably available throughout the year to deliver training.

The Fire Service Regional trainer will be scheduled at least once annually to deliver a training session that will be assessed by the Regional Training Officer or their Designate.

The Regional Trainer Candidates must be willing to travel around the Regional District to deliver training at any of the Regional District Fire Departments, as assigned.

ROLE AND RESPONSIBILITIES:

As a member of the Fire Services team, responsibilities include, but are not limited to:

1. Conducting orientation sessions with new volunteer firefighters;
2. Conducting training sessions with volunteer firefighters;
3. Delivering courses to volunteer firefighters;
4. Evaluating the performance of volunteer firefighters;
5. Reporting disciplinary issues to the Regional Training Officer;
6. Providing a positive work environment that supports a high level of morale among volunteer firefighters;
7. Under the direction of the Regional Training Officer, ensuring that all volunteer firefighters receive training to the established standards;
8. Promoting health and safety through Regional Safe Work Procedures;
9. Promoting compliance with safe firefighting and emergency responder policies and procedures through training;
10. Performing other related duties as directed by the Regional Training Officer.

REQUIRED QUALIFICATIONS AND EXPERIENCE:

The Fire Service Trainer would normally attain the required knowledge, skills and abilities through a combination of training and experience. Additionally, the incumbent must possess cultural awareness and sensitivity, demonstrate sound work ethic, maintain flexibility and conduct oneself with consistency and fairness.

The Fire Service Trainer must possess the following:

- Minimum of 3-5 years fire service experience (experience as an officer preferred);
- NFPA 1001 – Professional Qualifications for Firefighter – Level II;
- NFPA 1041 – Fire Service Instructor – Level I;
- BCERMS – ICS 100;
- Valid BC drivers license, Class 5 with air endorsement, no more than 6 points;
- Satisfactory criminal record; and
- Able to perform the physical duties of the Volunteer Firefighter role.

PREFERRED LICENSES AND/OR CERTIFICATES

- BCERMS – ICS 200 or higher;
- NFPA 1521 – Incident Safety Officer;
- NFPA 472 – Hazardous Materials – Technician;
- NFPA 1006 – Technical Rope Rescue Technician;
- NFPA 1006 - Vehicle Rescue;
- First Responder license;
- Evaluator and Instructor with any or all of COTR, VIERA, JIBC and Red Cross;
- First Responder Instructor;
- SPP-WFF Trainer;
- NFPA 1041 – Fire Service Instructor – Level II
- NFPA 1021 – Standard for Fire Officer Qualifications – Level I or higher

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Demonstrated ability to effectively deliver training to the volunteer fire service;
- Demonstrated knowledge of modern firefighting and fire prevention methods, incident command systems, apparatus and equipment;
- Ability to supervise a team, provide direction and support and be responsive to the unique needs of volunteers spread across a large regional district;
- Sound knowledge of acts, regulations and standards governing training within Fire Departments;
- Ability to deal effectively with people in difficult situations;
- Demonstrated ability to work collaboratively;
- Effective written communication skills;
- Effective training and coaching techniques;
- Time management skills; and
- Understanding of cultural and political environment.

A combination of licenses, certificates, knowledge, skill and abilities will be considered

ACCEPTANCE:

I have read and discussed the expectations for this position. The associated tasks have been explained to me by my direct supervisor and I am prepared to accept these responsibilities.

_____	_____	_____
Employee Name	Employee Signature	Date
_____	_____	_____
Employer Representative Name	Employer Representative Signature	Date