FIRE AND RESCUE SERVICES ROLEMAPS

NATIONAL JOINT COUNCIL FOR LOCAL AUTHORITY FIRE & RESCUE SERVICES

AUGUST 2005

INTRODUCTION

1. The roles of fire and rescue service employees are those defined within the Integrated Personal Development System and set out in accredited occupational standards determined by the Emergency Fire Rescue and Safety Vocational Standards Group. The roles used shall be as the fire and rescue authority considers necessary and specific activities within those roles will be determined by the authority to meet the local needs of the service based on risk.

2. The defined roles of employees are:

Firefighter	Firefighter (Control)
Crew Manager	Crew Manager (Control)
Watch Manager	Watch Manager (Control)
Station Manager	Station Manager (Control)
Group Manager	Group Manager (Control)
Area Manager	

3. Fire and rescue authorities can use whichever roles they consider necessary. Specific activities within roles will be determined by the authority to meet the local needs of the service based on its Integrated Risk Management Plan.

4. In the case of Group and Area Manager rolemaps there are a number of optional units. Fire and Rescue authorities will determine which of the optional units are required. If any of the optional units are deemed necessary then they should be incorporated into individual job descriptions, as appropriate, and only then would be used in assessment of an employee's competence.

5. Fire and rescue authorities can require any reasonable activity to be carried out by an individual employee within his or her role map. These role maps reflect fire and rescue service responsibilities incorporated into local Integrated Risk Management Plans in order to:

    Apply a risk-based approach to fire cover and to all its activities in deciding how best to use its resources.

    Focus on reducing the level of fire and other emergencies.

    Develop and maintain effective partnerships with a range of agencies in the public, private and voluntary sectors where these can deliver cost-effective improvements in community safety.

    Adopt safe systems of working to secure the health and safety of both its staff and the general public.

Minimise the impact of the incidents it attends and of its response at those incidents on the environment.

6. As with all other units in a role map, a fire and rescue authority can require an employee to carry out driving duties. Where the Fire and Rescue authority does not require an employee to drive or, for genuine reasons, the employee is unable to drive he or she shall be regarded as competent in the role subject to having demonstrated competence in all other applicable functions in the role map.

7. A copy of this booklet, which includes the appropriate National Occupational Standards (NOS)* which provide the elements that underpin the rolemaps, can be found on the website of the Employers Organisation for Local Government:

   http://www.lg-employers.gov.uk/documents/pay_conditions_stats/fire/fire_service_rolemaps.doc

8. This document also includes a Code of Practice for assessment of competence in relation to pay.

*	Firefighter	-	2 October 2001
	Crew Manager	-	2 October 2001
	Watch Manager	-	2 October 2001
	Firefighter (control)	-	2 October 2001
	Crew Manager (control)	-	2 October 2001
	Watch Manager (control)	-	2 October 2001
	Station Manager/Station Manager (control)	-	29 May 2003
	Group Manager/Group Manager (control)	-	29 May 2003
	Area Manager	-	29 May 2003

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Firefighter Rolemap

Ref	Title
FF1	Inform and educate your community to improve awareness of safety matters
FF2	Take responsibility for effective performance
FF3	Save and preserve endangered life
FF4	Resolve operational incidents
FF5	Protect the environment from the effects of hazardous materials
FF6	Support the effectiveness of operational response
FF7	Support the development of colleagues in the workplace
FF8	Contribute to safety solutions to minimise risks to your community
FF9	Drive, manoeuvre and redeploy fire service vehicles

MAY 2003

Crew Manager Rolemap

Ref	Title
FF1	Inform and educate your community to improve awareness of safety matters
FF8	Contribute to fire safety solutions to minimise risks to your community
WM1	Lead the work of teams and individuals to achieve their objectives
WM2	Maintain activities to meet requirements
WM4	Take responsibility for effective performance
WM5	Support the development of teams and individuals
WM6	Investigate and report on events to inform future practice
WM7	Lead and support people to resolve operational incidents

MAY 2003

Watch Manager Rolemap

Ref	Title
WM1	Lead the work of teams and individuals to achieve their objectives
WM2	Maintain activities to meet requirements
WM3	Manage information for action
WM4	Take responsibility for effective performance
WM5	Support the development of teams and individuals
WM6	Investigate and report on events to inform future practice
WM7	Lead and support people to resolve operational incidents
WM9	Support the efficient use of resources
WM10	Acquire, store and issue resources to provide service
WM11	Respond to poor performance in your team
A1	Assess candidate performance

MAY 2003

Firefighter (Control) Rolemap

Ref	Title
CO1	Maintain information on EFS operational resources
CO2	Take responsibility for effective performance
CO3	Co-ordinate response to assist with resolution of event
CO4	Maintain reliability and readiness of control operations equipment
CO5	Manage information to support the needs of your community
CO6	Support the development of colleagues in the workplace
CO7	Drive, manoeuvre and redeploy fire service vehicles
CO8	Maintain and use databases

MAY 2003

Crew Manager (Control) Rolemap

Ref	Title
WM1	Lead the work of teams and individuals to achieve their objectives
WM2	Maintain activities to meet requirements
WM3	Manage information for action
WM4	Take responsibility for effective performance
WM5	Support the development of teams and individuals
WM6	Investigate and report on events to inform future practice

MAY 2003

Watch Manager (Control) Rolemap

Ref	Title
WM1	Lead the work of teams and individuals to achieve their objectives
WM2	Maintain activities to meet requirements
WM3	Manage information for action
WM4	Take responsibility for effective performance
WM5	Support the development of teams and individuals
WM6	Investigate and report on events to inform future practice
WM8	Lead and support control operations to resolve operational events
WM9	Support the efficient use of resources
WM10	Acquire, store and issue resources to provide service delivery
WM11	Respond to poor performance in your team
A1	Assess candidate performance

Station Manager / Station Manager (Control) Rolemap

Ref	Title
EFSM2	Lead, monitor and support people to resolve operational incidents
EFSM3	Determine solutions to hazards and risks identified through inspection and investigation
EFSM10	Plan and implement activities to meet service delivery needs
EFSM12	Manage the effective use of resources
EFSM13	Select required personnel
EFSM14	Manage the performance of teams and individuals to achieve objectives
EFSM15	Develop teams and individuals to enhance workplace performance
EFSM16	Manage yourself to achieve work objectives
EFSM21	Provide information to support decision making

MAY 2003

Group Manager/ Group Manager (Control) Rolemap

Ref	Title
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 workbased performance
EFSM16	Manage yourself to achieve work objectives
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
EFSM24	Co-ordinate projects to achieve objectives

Area Manager Role

Ref	Title
EFSM2	Lead, monitor and support people to resolve operational incidents
EFSM5	Plan 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 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

MAY 2003