



VACANCY

Job Title: Emergency Capability Manager

Salary: £36,745 per annum

Hours: 2190 hours per annum

Location: Multiple Sites/Company Headquarters, Hartlepool

CFB Risk Management is a rapidly expanding market leader in Asset Protection Services for high hazard industry.

The company requires a competent manager to support the ongoing provision of robust, resilient and efficient services across multiple sites in the context of safety and security.

The role will involve the management of a number of Site Protection Officers (SPO's) to deliver the responsibilities associated with asset protection, and will be the point of contact to liaise with key personnel from the customer group.

The successful candidate must have a strong service delivery background with experience in sales within the Oil & Gas, Petrochemical, Nuclear, or other high hazard sectors.

To download an application form visit <http://www.cfbriskmanagement.com/careers/current-opportunities/>, alternatively you can email recruitment@clevelandfire.gov.uk or contact the Human Resources Department on 01429 874019.

Closing Date: 5 December 2018

Interview: 13 December 2018

Role Title:	Emergency Capability Manager (ECM)	Reporting To:	Operations Manager
Location:	North East	Role/Grade:	G
Overall Purpose of Role:	To manage the provision of effective emergency response capabilities, prevention arrangements and security capabilities, in line with the requirements of legislation and company standards.		
Key Responsibilities			
Emergency Preparedness and Response <ul style="list-style-type: none">• Perform all duties in compliance with all Company EHS, business conduct policies, guidelines and the site Life Saving Rules at all times.• Lead, motivate, manage and develop the Site Protection Team, to deliver an efficient, robust and effective service to the site.• Develop and maintain the competence of the on-site emergency response team to ensure their capabilities are in line with site risks, regulations and industry best practice.• Develop, manage and deliver effective security and access arrangements for the site.• Organise emergency and security exercises/drills to test emergency response arrangements as required, results are used to continuously improve service and provide evidence to management.• Manage the inspection, maintenance and improvements to emergency and security equipment and infrastructure, in-line with legislative requirements and best practice.• Carryout roles as the Company Appointed Functional Advisor for Facility Siting and Fire Risk Assessment.• Contribute to the effective management of the emergency and security fixed costs budgets.• Liaise with external bodies e.g. business insurers, trade bodies as required.			

- Plan, deliver, record and monitor all operational staff training.
- Develop and implement service agreements with CFB teams/individuals to ensure CIC contracts are managed effectively.
- Maintain competence of teams by carrying out workplace assessment, personal development reviews and maintain personal development records in accordance with CFB Risk Managements procedure.
- Provide suitable and sufficient training activities that support the maintenance of the role competence in terms of the required skills and knowledge.

General Management

- Contribute to the development and improvement of H&S arrangements and implement agreed actions to enhance the site performance overall.
- Manage the quality of Service Delivery of contract to comply with ISO9001.
- Support the continuous improvement of CFB Risk Management Services CIC products and services.
- Support and promote equality and diversity, respect and dignity for all staff and members of our local communities in line with Company policy.
- Carry out duties and align all work to the Environmental strategy and ensure the station and all work undertaken is compatible.
- Carry out all duties as detailed in the Company's Health & Safety Policy.

National Occupational Standards	Unit
<ul style="list-style-type: none"> • Lead the work of teams and individuals to achieve their objectives • Maintain activities to meet requirements • Manage information for action • Take responsibility for effective performance • Support the development of teams and individuals • Investigate and report on events to inform future practice • Lead and support people to resolve operational incidents • Support the efficient use of resources • Acquire, store and issue resources to provide service • Respond to poor performance in your team • Assess candidate performance 	<p>WM1</p> <p>WM2</p> <p>WM3</p> <p>WM4</p> <p>WM5</p> <p>WM6</p> <p>WM7</p> <p>WM9</p> <p>WM10</p> <p>WM11</p> <p>A1</p>

CFB RISK MANAGERMENTS Vision
Our vision is we are an internationally renowned risk management company which provides high quality value adding services with surpluses reinvested towards making a positive difference to every local citizen's safety and quality of life.
CFB RISK MANAGEMENT Values
<ul style="list-style-type: none"> • Speed and agility – we are resourceful, adaptable and achieve results faster than our competitors. Change is positive and inevitable • Accountability – we are responsible for what we do both to ourselves and the people we serve • Focus on customers – we put our customers first in everything we do. We give them more value that they expect and will not make promises that can't be kept • Excellence – we strive for excellence in all we do; each person's contribution is key to our success and teamwork is integral to our operations. Great just isn't good enough • Transparency, Honesty and Integrity – we are transparent, honest and direct in our dealings. We do what we say and we own what we do, always • Your dignity and respect – we always show you and each other dignity and respect
CFB RISK MANAGEMENT Aims
<ol style="list-style-type: none"> 1. To establish Cleveland Fire Brigade Risk Management Services CIC as a financially viable, sustainable and globally competitive commercial business 2. To create more employment opportunities for local people within the Cleveland Fire Brigade and within the Community Interest Company 3. To strengthen, improve and support Cleveland Fire Brigade's discretionary community safety services by reinvesting our surpluses 4. To stimulate and support local economic growth and regeneration by providing a safe and secure environment for commerce and industry to flourish
Personal Qualities and Attributes (PQA's)
<ul style="list-style-type: none"> • Commitment to Diversity and Integrity Promotes and manages diversity and demonstrates a fair and ethical approach in all situations • Openness to Change Proactively supports change, seeking opportunities to promote improved organisational effectiveness • Confidence and Resilience Consistently projects and promotes a confident, controlled and focused attitude in highly challenging situations • Working with others Leads, involves and motivates others both within the Fire & Rescue Service

and in the community

- Effective communication Communicates effectively, both orally and in writing
- Commitment to Development Committed and able to develop self, individuals and teams to improve organisational effectiveness
- Problem Solving Understands and applies relevant information to make appropriate decisions which reflect key priorities and requirements
- Situational Awareness Maintains an active awareness of the environment to promote safe and effective working
- Commitment to Excellence Leads groups to achieve excellence by the establishment, maintenance and management of performance requirements
- Planning and implementing Creates and implements effective plans to deliver a range of organisational objectives
- Political/Organisational Awareness Recognises the potential/political impact and implications of actions from a strategic perspective

Signatures

Approved by: Line Manager		Date:	
Agreed by: Post Holder		Date:	
Authorised by: HR		Date:	

PERSON SPECIFICATION – Emergency Capability Manager		
	ESSENTIAL	DESIRABLE
EXPERIENCE/KNOWLEDGE	<p>Experience of continuous improvement and change management processes</p> <p>Strategic experience of providing responsive and robust security solutions.</p> <p>Experience of collaborative working with multiple stakeholders.</p> <p>Working knowledge of IP19</p> <p>Working knowledge of COMAH/Seveso</p> <p>Experience of working within either an industrial ERT of Local Authority Fire Service in an operational role.</p> <p>Knowledge or experience of the FRS Incident Command system</p> <p>Knowledge or experience of working with the criteria involved in Dynamic Risk Assessments</p>	<p>Experience/Knowledge of emergency response within a confined space environment and working at height</p> <p>Knowledge or experience of rope/line rescue techniques</p> <p>Experience or knowledge of carrying out Risk Assessments and Rescue Plans</p> <p>Knowledge of CFBRMS business model and values</p>
SKILLS/COMPETENCE	<p>Effective line management and performance management skills</p> <p>Budget management</p> <p>Excellent verbal skills</p> <p>Excellent planning and organisation skills</p> <p>Able to problem solve</p> <p>Excellent time management skills</p> <p>Essential IT Skills</p>	
EDUCATION/ TRAINING	<p>NEBOSH Qualification</p> <p>Full clean driving licence</p>	

PERSONAL ATTRIBUTES	Ability to work as part of a team Ability to work with minimum supervision Demonstrates credibility Ability to influence	
OTHER RELEVANT (JOB SPECIFIC) POINTS	Commitment to Equality and Diversity Commitment to Health and Safety Able to travel independently to client sites as required	