



## Role Description

### Rural Fire Support Officer [Casual] (RFSO1) Rural Fire Service

<b>Status</b>	Casual	<b>Salary</b>	<b>\$00,000 to \$00,000 (QSS to complete) p.a.</b>
<b>Tenure</b>	Ongoing <or insert tenure as relevant to vacancy> <i>(remove/edit non applicable information)</i>	<b>Closing Date</b>	00/00/0000
<b>Work Unit</b>	Rural Fire Service	<b>Reference No</b>	<b>QLD/xxxxxx/xx (QSS to complete)</b>
<b>Location</b>	As required <add region/area>	<b>Division</b>	Emergency Management, Volunteerism and Community Resilience

#### About us

As an emergency service agency, Queensland Fire and Emergency Services (QFES) is responsible for ensuring the safety of people and property across Queensland through the provision of effective prevention, preparation, response and recovery activities across a range of emergency situations.

QFES is the primary provider of fire, rescue and emergency management programs and services throughout Queensland. The department encompasses the Fire and Rescue Service, disaster management services, the Rural Fire Service (RFS) and the State Emergency Service, and also supports other volunteer groups providing emergency response to Queenslanders.

QFES is one department with many services, many capabilities and many partners.

#### Purpose of the role

RFS are the bushfire experts, they lead and manage a range of operational and organisational functions that are principally directed in supporting approximately 33,000 volunteers and rural fire brigades who provide fire management, mitigation and response services for rural and semi-rural communities and some urban fringe areas across the state. In addition to responding to fires and supporting of other brigades and emergency services, including assisting during emergency disasters, volunteer brigades undertake a range of planning and preparation activities to ensure communities are well prepared for the bushfire season. This includes community education, hazard reduction and mitigation activities to reduce the risk from fire to people and property. The Permit to Light Fire system ensures the controlled use of fire in the landscape across the state is largely implemented by volunteer fire wardens.

Rural Fire Support Officers (RFSO1) are casual positions used to support the delivery of RFS training at a regional level and provide support to brigades within their specified region. You will be a key conduit to supporting and enhancing volunteer capability/sustainability to emergency services volunteers who protect the communities of Queensland.

#### Key requirements

##### Mandatory requirements

- Hold a valid Blue Card (Blue Card Services), with attached evidence to support.
- Minimum C class Driver's licence (non-restricted).

##### Highly desirable requirements

- Possession of current Certificate IV in Assessment and Workplace Training or equivalent.
- Be an active Fire-fighter or Support member of a Rural Fire Brigade.
- LR class (light ridged) Driver's licence.
- An ability to use electronic technology, training aids and computers and be familiar with Microsoft Word, PowerPoint, Excel and Outlook.
- Experience working in an inter-agency/multi-agency/volunteer environment.

- Ability to work autonomously as well as in cooperation with other trainers in meeting training outcomes set by the Area Training Support Officer.
- An ability to follow and develop schedules for training delivery.

### Special requirements

- Successful applicants will be required to undertake a services induction and or refresher upon appointment to ensure understanding of responsibilities and organisational priorities. This may include travel away from appointed location.

### Your key accountabilities

Your part in the ongoing success of our department, in supporting frontline services will see you responsible for a variety of work, including, but not limited to:

- Provide Support and guidance to volunteers/brigades particularly with the development of fire management and response plans, volunteer training programs and schedules as well as day-to-day activities.
- Contribute to the ongoing development of successful partnerships through the ability to consult and negotiate with internal and external stakeholders, including volunteers.
- Provide assistance in ensuring that all QFES and government legislative, policy and procedural requirements appropriate to the position including training and Registered Training Organisation responsibilities are applied.
- Ability to set priorities, achieve deadlines and work under pressure both as an individual and as a member of a team to assist in the management of the area operations including undertaking operational duties as required.
- Contribute to the ongoing development of successful working relationships between volunteer brigades and QFES staff.
- Provide verbal and or written reports to the Area Director on issues that could affect RFS brigades, volunteers and QFES and undertake other brigade support activities as required.

### Capabilities

To determine your suitability for the role, you will be assessed on the following Leadership Competencies for Queensland behavioural profiles that link to the “key accountabilities” for this role:

Leadership Competency **Stream – Individual Contributor** (*leading self*)

#### **Vision**

- Leads strategically
- Stimulates ideas and innovation
- Leads change in complex environments
- Makes insightful decisions

#### **Results**

- Develops and mobilises talent
- Builds enduring relationships
- Inspires others
- Drives accountability and outcomes

#### **Accountability**

- Fosters healthy and inclusive workplaces
- Pursues continuous growth
- Demonstrates sound governance

Once you join us we will want you to *exemplify* the QFES shared values:

- |             |           |
|-------------|-----------|
| • Respect   | • Courage |
| • Integrity | • Loyalty |
| • Trust     |           |

### Want more information?

Please contact **Name, Position, Unit** on Phone 07 **Enter Here** or email **Enter Here**. You can also visit our website at [www.qfes.qld.gov.au](http://www.qfes.qld.gov.au) to find out more about our organisation.

**HOW TO APPLY** - Please refer to the [QFES Application Guide](#) for information on how to apply for this role.