

Purpose:

This standard is designed to identify the minimum level of qualifications and responsibilities for members seeking advancement to the rank of Deputy Chief. Members exceeding the minimum requirements are preferred.

Scope:

Applies to all members applying for the position of Deputy Chief. The standard is applicable to all stations.

Accountability:

The Deputy Chief shall be responsible to the Fire Chief for the effective and efficient functioning of their assigned Station/Division. The Deputy Chief shall have the authority to create a suitable number of Battalion Chief, Captain and Lieutenant positions within the Station/Division, as approved by the Fire Chief. The Deputy Chief shall have the authority to utilize resources assigned to his/her Station/Division in order to accomplish Fire Department objectives.

Appointment:

Deputy Chief positions shall be appointed by the Fire Chief and ratified by the Board of Fire Commissioners for a term of one year. The Fire Chief shall submit all recommendations for all line officers to the Board. Individuals may hold only one operational position in the department.

Duties and Responsibilities:

1. Shall carry out the policies, goals, and objectives of Evesham Fire-Rescue and shall participate in the establishment of department-wide goals, objectives, and plans for their implementation in concert with the Fire Chief and/or his designee.
2. Shall act as, or insure an Incident Commander at all incidents to which the Department is obligated to respond or command.
3. Shall act as, or insure a Department liaison at all incidents, which are under the command of other agencies.
4. Shall insure the safety and welfare of all members assigned to the incident or his/her Station/Division.
5. Shall be accountable for the readiness of all members assigned to his/her station.
6. Shall conduct, or have conducted all necessary training as required by law, and shall ensure that all assigned members are properly trained in all aspects of firefighting as they relate to Evesham Township and its' mutual aid agreements.
7. Shall be familiar with Fire Department rules, regulations, and safety procedure and shall insure compliance. The Deputy Chief shall be responsible for the morale and discipline of members assigned to their station or division.
8. Shall act as liaison for both member and operational issues between the division, the Fire Chief and the other Station/Divisions within the Department.

9. Shall properly communicate requests or recommendations for maintenance, equipment, materials, and training.

10. Shall ensure that community service activities such as fire prevention, public assistance, parades, etc., are supported in a manner which preserves the Fire Department's reputation.
11. Shall insure the timely completion of NFIRS, Accident, and Personal Injury Reports, as well as, other documents as required.

Entrance Requirements:

The candidate for Deputy Chief shall be selected by the Fire Chief from within the Station/Division the Deputy Chief will serve. The candidate shall satisfy the following criteria:

1. Shall have served as a Battalion Chief for a minimum of two years in the Station/Division where the position is open.
2. Shall be a member in good standing in the division where the position is open.
3. Shall have completed the Educational Requirements for the position of Battalion Chief.
4. Shall receive the approval of the Fire Chief in accordance with the procedure.

Educational Requirements:

Newly appointed Deputy Chiefs shall have completed the following course work or equivalent at an accepted Training Facility prior to or within one year of the appointment:

1. Fire Service Administration - 12 hours
2. Hazardous Materials - 12 hours
3. Fire Service Management/Leadership Training as approved by the Department Training Officer – 24 hours.
4. Appropriate IMS licensing