

The Township of West Lincoln is seeking to hire a **Deputy Fire Chief**

The Township of West Lincoln is a picturesque and progressive municipality, located at the westerly end of the Niagara Peninsula within the Regional Municipality of Niagara. Our largest urban area, Smithville, is located halfway between the City of Hamilton and the City of St. Catharines. With a population of approximately 16,000, and a land area 387.02 sq.kms, West Lincoln is proud to have the largest geographical area in the Niagara Region! The Township of West Lincoln is a mix of a rural and urban setting in a unique local economy that blends residential, industrial, commercial and agricultural properties. Known as a thriving community that offers an excellent way of life, facilitates opportunities, and has a strong sense of community, the Township prides itself in providing responsive and friendly customer experiences.

The Deputy Fire Chief supports the Fire Chief in providing effective leadership, coordination, and management of the West Lincoln Volunteer Fire Department's operations and programs. This includes assisting with strategic planning, overseeing daily operations, and ensuring the effective delivery of emergency response services. This position directs and supports firefighting personnel as required, responds to emergency incidents, and assumes command in the absence of the Fire Chief. A key responsibility is the development and delivery of the department's training program, working collaboratively with Station Officers to maintain a high standard of readiness and service among all volunteer firefighters. The Deputy Fire Chief also assists in ensuring compliance with all applicable fire safety legislation, regulations, standards, and municipal policies. This role contributes to performance management, continuous improvement, and operational effectiveness across the department, under the direction of the Fire Chief. All policy matters are referred to the Fire Chief for review and approval.

Candidates must possess NFPA 1021 Fire Officer II certification and have a minimum of five (5) years of progressive experience as a Fire Officer. The ideal candidate will demonstrate the ability to work effectively in a team environment and possess strong knowledge of the local area, standard operating guidelines (SOGs), departmental policies and procedures. Proficiency in Microsoft Office Suite (Word, Excel, Outlook) and strong overall computer literacy are essential. The following qualifications will be considered assets, successful completion of the Ontario Fire College Company Officer Program, Fire Protection Technology Diploma, NFPA 1031 Fire Prevention Officer Diploma, and NFPA 1021 Fire Officer Program. Additionally, candidates must have sound knowledge of, the Fire Protection and Prevention Act, the Ontario Fire Code and Building Code, the Occupational Health and Safety Act and the Emergency Management and Civil Protection Act, and other relevant legislation. Knowledge and experience in Fire Prevention, Public Education, Incident Command, and Fire Ground Operations are required.

The Municipality offers a competitive salary, a comprehensive benefits package and registration with OMERS pension. The salary for this position is set at \$90,043 - \$110,406 annually. This is a permanent full-time position working 40 hours/week (2080 hours annually).

Interested candidates with the required qualifications are welcome to submit their resume and letter of interest by **4:30 pm on Friday May 16, 2025** to:

Human Resources

Email: recruitment@westlincoln.ca

Please put 'Deputy Fire Chief' in the subject line of the email

A detailed Deputy Fire Chief Job Description can be found on our website at:

<https://www.westlincoln.ca/en/township-office/jobs.aspx>

We thank all applicants, however, only those selected for an interview will be contacted.

The Township of West Lincoln is committed to an inclusive, barrier free environment. Accommodation will be provided in all steps of the hiring process. Please advise the Township of West Lincoln's Human Resources Department if you require any accommodation to ensure that you can participate fully and equally during the recruitment and selection process. We thank all applicants; however, only those considered for an interview will be contacted. Personal information is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of the candidate selection. Questions about this collection can be directed to the Human Resources Department.