



# Job Description

## TECHNICAL FIRE SAFETY (TFS) TRAINER

Department:	Technical Fire Safety
Grade:	Scale 6
Responsible to:	Station Manager – TFS Policy
Responsible for:	No designated staff

### Main purpose of the job

To provide specialist Technical Fire Safety training, give advice for structured training events and provide an intelligence based link between Fire Safety and front line operations.

### Key Duties and Responsibilities

- To research, produce and update Technical Fire Safety training packages and material in line with current National and legislative standards incorporating the latest available guidance.
- Develop, monitor and maintain a training plan, and undertake specialist training in Technical Fire Safety, as required, maintaining skill levels in the Service commensurate with succession planning.
- Develop and undertake structured training events internally and externally; and act as an advisor/educator for other forums as directed by Station Manager TFS Policy, in accordance with Statutory and CLG guidance.
- In conjunction with line manager ensure allocation and prioritisation of staff training to meet Service needs.
- Ensure effective administration of training and the timely, accurate recording of data to meet management information needs.
- Facilitate effective communication and liaison with Training Centre.
- Provide peripatetic instruction, as required, by Statutory and Service requirements.
- Attend local and central training courses as required.
- Create, monitor and understand computerised training records that relate to TFS training delivery.



- To act as the connection between TFS and the Operational environment, primarily acting as liaison between TFS and all relevant Service departments on operational intelligence (7(2)d) Intel work.
- To undertake any other fire protection duties as directed by the Fire Safety Managers commensurate with the grade.



PREVENTION PROTECTION INTERVENTION

To make Herefordshire and Worcestershire safer from fire and other hazards and to improve community well-being.



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# Person Specification

Technical Fire Safety Trainer

## Qualifications and Training

The applicant **MUST** have:

- A recognised qualification in Fire Safety discipline at a minimum of HNC level or equivalent, **or**
- Successfully completed the Specialist Fire Safety Course, or equivalent, **or**
- Successfully achieved NVQ Level 4 equivalent in Legislative Fire Safety, **or**
- Assessed to be empirically qualified to Inspector standard by a Fire Safety verifier.

It is **DESIRABLE** that the applicant has:

- A Fire Engineering Qualification to support training requirements.
- A 7303 Level 3/4 award in Preparing to Teach in the Lifelong Learning Sector or agree to undertake the award as soon as is practicable.

## Experience

The applicant **MUST** have:

- Proven practical application of fire safety legislation.
- Proven understanding of fire safety 'risk assessment audits'.
- Significant experience of effective delivery of training.

## Skills and abilities

The applicant **MUST** have:

- Excellent interpersonal skills at all levels.

- Experience in working effectively as part of a team, having commitment and flexibility in your working hours to meet objectives.
- The ability to assess relevant training needs for staff, individuals and organisations and then design training courses and programmes necessary to meet the training needs identified (an appreciation of ISO 9001 systems would be an advantage).
- Appropriate training skills, so as to effectively deliver Technical Fire Safety training in differing locations and venues.
- The ability to define the legislative framework and the mechanisms of enforcement of fire safety in new, altered and existing buildings.
- A detailed knowledge of the principles of means of escape, and of its development. Also the role in life safety of, fire detection, alarm systems, emergency lighting, fire fighting equipment and fire protection signs and notices.
- An understanding of the importance of fire safety management in protection of people from fire.
- An understanding of the facilities necessary to assist the Fire Service in protection of people (including fire fighters) from fire.
- The ability to demonstrate a clear understanding of, and be able to distinguish between, the concepts of fire hazard and fire risk.
- The ability to recognise the various methodologies of risk assessment.
- The ability to demonstrate an awareness of cost benefit analysis to ensure that fire protection works required are proportionate to the costs incurred.
- An understanding of the limitations of prescriptive codes, and understand the use of fire risk assessment to justify departures from prescriptive codes.
- The ability to demonstrate an awareness of the causes of fire and the relationship to fire protection measures.
- The ability to evaluate the precautions enlisted in a defence against fire to ensure they fully integrate with likely human performance/behaviour.
- Self-motivation and prioritise work directed to achieve targets within tight deadlines and with minimal supervision.
- The ability to use IT effectively in the collation, analysis and presentation of information.
- The ability to implement and promote the Authority's policies including Fire Safety, Equal Opportunities, Ethical Framework and Health and Safety.

## Other

The applicant **MUST**:

- Have a current full driving licence.
- Provide and maintain a vehicle for business use.