

Fire Chief

City of Brampton



Position Profile and Candidate Brief

May/June 2024

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Introduction

I am delighted to present this Position Profile for the Fire Chief, prepared on behalf of the City of Brampton.

I trust that this document will provide you with all necessary background information on the City of Brampton, a position profile, and an outline of the search process we will be leading on behalf of the organization.

Please feel free to contact me if you require any additional information about the position or if you need clarification on any aspect of the search process. Further details about the City of Brampton are available on the website: <https://www.brampton.ca/en/pages/welcome.aspx>

On behalf of Legacy Partners and the City of Brampton, I would like to thank you for your interest in this position. I can always assure you of my prompt and full attention.

Yours Sincerely,



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City of Brampton Overview



At the City of Brampton, our focus is our people. From our employees to the community we serve, people are at the centre of everything we do. Our city is a living Mosaic made up of 250 cultures and 115 languages. Recognized by Forbes as one of Canada’s top employers and Maclean’s best communities in Canada, the City of Brampton is a dynamic and innovative place to work and experience. We want you to join us in serving our diverse community with pride and passion. From a settlement in the early 1800s, to an officially

designated city in 1974, Brampton has grown into a dynamic and vibrant city with a proud past and bright future.

The City of Brampton is Canada’s 9th largest city, moving from a small population of 500 in 1853, to 656,480 in 2021. It is the fastest growing of Canada’s largest 25 cities, and Brampton’s growth represents 90.2% of the net population growth within the Region of Peel (between 2016 and 2021).

The City is located northwest of Toronto, within close proximity to Toronto Pearson International Airport. It is home to more than 75,000 businesses, the City’s major business clusters include manufacturing, retail and wholesale trade.

The City boasts many [festivals, arts events](#) and access to [nature trails, parks](#) and unique geological locations, like the [Cheltenham Badlands](#). As well, the City offers access to family friendly sports programs, free fitness programs, fully equipped community centres and indoor/outdoor facilities. More information can be found [here](#).

S&P Global affirmed the City of Brampton’s Triple ‘A’ rating for 2021, the highest credit rating a municipality can receive, with a stable outlook. We are energized by our diverse communities, we attract investment, and we are embarking on a journey to lead technological and environmental innovation. We partner for progress to build a healthy city that is safe, sustainable and successful.

The City of Brampton website:

<https://www.brampton.ca/en/pages/welcome.aspx>

Twitter: <https://twitter.com/CityBrampton>

Facebook: <https://www.facebook.com/CityBrampton>



Job Description

Duties & Responsibilities

Are you a firefighter with a vision for strategic leadership and a background in emergency management preparations and operations? The City of Brampton is recruiting a Fire Chief to join our people-oriented team in leading our essential Fire & Emergency Services team.

Brampton Fire and Emergency Services is a modern and progressive fire emergency services department that is committed to providing efficient and effective emergency response, fire prevention, and fire and life safety education services to our community. Key Service Areas include: Administrative Services, Apparatus and Maintenance, Emergency Management Office, Fire and Life Safety Education Centre, Fire Communications, Fire Prevention, Fire Training, and Firefighting.

Position Summary:

This senior leadership position is responsible for providing strategic direction and advice to Council and the Chief Administrative Officer. The Fire Chief will be responsible for providing essential Fire & Emergency Services to the City of Brampton, in order to protect lives and property. Contributes to the health & safety of the community through prevention and public education programs. Provide strategic leadership oversight to support emergency response activities, and leading practices in wellness services and emergency management preparations and operations. The Fire Chief will direct the functions of Fire Prevention, Suppression, Training, Communications, Safety and Education, Apparatus & Maintenance, and Emergency Measures; recommend the development of policies, procedures, programs and Master Plans; participate in contract negotiations, develop and administer an annual operating and capital budget; prepare various reports.

Key Responsibilities:

Key Duties:

- Fully accountable for functioning and effectiveness of division.
- Reports regularly to Council and CLT; uses own judgment and discernment to determine when to involve other senior leaders, or Mayor/Council members.
- Has the ability to make and implement decisions with City-wide impacts.

Strategic Leadership

- Active member of the leadership team in the formulation of philosophy, mission, corporate goals and objectives and strategic planning related to the provision of excellent services and programs.
- Attend Council and Committee meetings as required to represent the department, make recommendations as appropriate, respond to enquiries and provide professional advice.
- Recommend innovative strategies and approaches based on current trends and a network of affiliated experts and stakeholders.
- Develop Official Plans, Master Plans and Emergency Measures Plans.
- As a key strategist, the Fire Chief will foster relationships with key stakeholders to facilitate Fire and Emergency services, education, and awareness to the community.

Operational Excellence & Integrity

- Establish goals, objectives, and financial and human resource requirements in partnership with senior staff of the department.
- Provide advice and direction for problem solving of complex issues.
- Direct the approval of all legislatively mandated requirements under various acts, codes and by-laws set out by Federal, Provincial or Municipal levels of government. Communicate, exemplify and nourish sound public service values, ethics and leadership skills in all actions and decisions and ensure implementation of appropriate policies, practices and procedures.
- Ensure all activities promote optimum effectiveness and excellence in deliverables within the division.
- Maintain an awareness of developments within the disciplines of the department to promote innovative management.
- Acts as point of reference for external media in regards to highly visible emergencies or incidents.

Leadership and Staff Development

- Provides counsel and guidance on operational mandates, priorities, and challenges.
- Coach and guides senior staff and provide performance evaluations and audit input.
- Involved in recruiting of firefighters, on-going labour relations, grievances, negotiations, and training professional development decisions.
- Ensures HR policies and practices are implemented.
- Provides direct leadership to all BFES staff and has a visible presence at all facilities.

Relationship Management

- Develop and nurture strong relationships with business leaders, community leaders, business/investor prospects and the public.
- Chair or co-chair committees.
- Ensure appropriate interaction with and support to all City departments and external clients.
- Interact with other City agencies, departments and elected officials to best achieve objectives of Council.
- Establish and maintain effective strategic relationships with all key stakeholders to facilitate the delivery and execution of corporate goals and objectives.
- Participate on numerous external committees and industry associations.
- Shares accountability for Emergency Management with Chiefs in Mississauga and Caledon Fire Departments.
- Assume role of Fire Coordinator, rotating with Mississauga and Caledon Fire Chiefs.
- Liaise with Police Chief and Peel Regional Paramedic Services on shared accountabilities.

Financial Accountability

- Develop, administer, and control the department's budget along with senior divisional leaders.
- Provide the appropriate level of risk management.
- Ensure budget requests and budget deviances are consistent with operating objectives, while maintaining optimum cost-benefit relationships and efficiency for taxpayers.
- Ensure the development, presentation and implementation of appropriate divisional policies, programs, practices and procedures are aligned with the City's strategic vision while preserving high quality service.
- Establish policies and procedures in accordance with municipal bylaws, provincial and federal legislation and in accordance with the Office of the Fire Marshal.

The Ideal Candidate

Education:

- Post-secondary education in Public Administration or equivalent; supplemented by successful completion of supervisory courses in fire department administration, fire prevention and other related topics.

Experience:

- 8- 10 years of progressively responsible related job experience, with a minimum of 5 years in a senior officer position.
- Experience leading in a unionized environment and with labour relations.
- Experience dealing with the public and staff in a multicultural community.

Other Skills:

- Knowledge of firefighting techniques and methods; of command and control techniques; of training programs; of public education and awareness programs for prevention, of public safety theories and methods; of emergency response techniques, of First Aid and CPR
- Knowledge of applicable legislation (i.e. codes, ordinances, etc.)
- Computer proficient in Microsoft Office software
- Strong oral and written communication skills
- A valid Ontario Class "G" Driver's License.

Assets:

- CEMC Community Emergency Management.

The Timeline

I trust this Position Profile has enabled you to decide whether the position of a Fire Chief at the City of Brampton interests you. If you wish to be considered for the position, please forward a cover letter and your resume by email to **Kartik Kumar** at careers@lesp.ca by **June 3, 2024 @ 11:59 pm**.

Please be assured that any information shared with Legacy Partners will be treated with the strictest confidence and shared only with the client for the purposes of this search.

Thank you once again for your interest.

Legacy Partners and the City of Brampton are committed to equity, diversity and inclusion and recognizes that a diverse staff is essential to organizational excellence. We welcome applications from all qualified individuals and encourage women, members of racialized communities, Indigenous persons, persons with disabilities, and persons of any sexual orientation or gender identity to confidentially self-identify at the time of application. In accordance with the provincial legislation, accommodation will be provided by Legacy Partners and the organization throughout the recruitment, selection and/or assessment process, upon request, to applicants with disabilities.



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[Contact Us](#)

