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|---------------------------------|---|
| <b>JOB TITLE:</b>               | NR Capability Officer (USAR)                                  |
| <b>SALARY GRADE:</b>            | Station Manager B   |
| <b>DIRECTORATE:</b>             | National Resilience   |
| <b>LOCATION OF WORK:</b>        | An agreed base of work. Some requirements for national travel |
| <b>HOURS OF WORK:</b>           | 42  |
| <b>DIRECTLY RESPONSIBLE TO:</b> | NR Capability Advisor   |

|                                    |                      |
|------------------------------------|----------------------|
| <b>LEADERSHIP BEHAVIOUR LEVEL:</b> | Leading the Function |
|------------------------------------|----------------------|

**MAIN JOB PURPOSE**

To work as part of the National Resilience USAR capability team supporting the Capability Advisor & Capability Officers to deliver key elements of the New Dimensions Two Project.

**KEY AREAS OF RESPONSIBILITY**

To identify and develop procurement specifications for equipment that is part of the new USAR first response inventory.  
 To complete equality impact assessments as part of the development of equipment specifications.  
 To evaluate training needs and impacts that may result from the introduction of new equipment and revised ways of working.  
 To complete risk assessments and revise equipment notes prior to the introduction of new equipment.  
 To support the trail of equipment and subsequent evaluation.  
 To support the delivery of familiarisation training as part of the roll out of ND2 USAR  
 To support the USAR capability team with elements of the USAR business plan, as necessary.

**VALUES, BEHAVIOURS AND CODE OF ETHICS**

As detailed in the Authority's CRMP, the Leadership Message clearly states our Values.

**We serve with **Courage****

- By never settling for the status quo
- By being decisive and calm under pressure
- By having determination to see things through
- By being prepared to fail
- By celebrating diversity and being open to new opportunities and challenges
- By setting high standards and not being embarrassed for doing so
- By challenging ourselves to be better

**We serve with **Integrity****

- By doing the right thing even when it is hard or no one is looking
- By leading by example
- By standing up for what matters
- By being open, honest and fair
- By making decisions based on facts
- By explaining the why
- By being consistent
- By always doing what we say we are going to do

**We serve with **Compassion****

- By acting with empathy and kindness
- By actively listening - hearing what is being said
- By going the extra mile to help
- By looking after and supporting each other, noticing what is going on for people
- By recognising each other's contribution
- By creating a sense of belonging
- By embracing and understanding difference

The National Core Code of Ethics for Fire & Rescue Services sets out five Key Principles, which provide a basis for promoting good behaviour and challenging inappropriate behaviour. The code is complemented by MFRA's Ground Rules, which outlines how we welcome difference and individuality, create a sense of belonging in the most inclusive way and provide some key, simple rules surrounding how we act.



## LEADERSHIP BEHAVIOURS

### LEADING THE FUNCTION

|                               |  |   |   |
|-------------------------------|--|---|---|
| <b>Personal Impact</b>        | Set standards of behaviour in line with Service values and behaviours.   | Role model and mentor others in how they communicate and engage to encourage inclusion.   | Provide a visible presence and recognise the contribution of others.  |
| <b>Outstanding Leadership</b> | Work internally and externally to set clear work and objectives, actively monitoring the performance of the team and giving positive developmental feedback. | Accountable for the output of my teams and devolve responsibility for work to the appropriate level.                              | Nurture future talent and proactively plan for succession.<br>I look for opportunities to coach, mentor and support people outside of my teams. |
| <b>Service Delivery</b>       | Take a business-like broad approach that considers how to achieve better outcomes for communities.   | Monitor the quality-of-service delivery and share information so that people know how well we are performing and plan accordingly | Seek out opportunities to work collaboratively across teams and functions to improve service delivery.  |
| <b>Org. Effectiveness</b>     | Aware of wider organisational and political priorities and how my function contributes more widely.  | Actively seek to understand the nature of risk in various projects and act to mitigate those risks or report them.                | Apply latest business processes & not settle for the status quo.  |

Date job profile prepared / revised:

30<sup>th</sup> May 2025

# MERSEYSIDE FIRE & RESCUE SERVICE

## PERSON SPECIFICATION



|                   |  |              |                     |
|-------------------|--|--------------|---------------------|
| <b>Job Title:</b> | USAR Capability Officer                        | <b>Team:</b> | National Resilience |
| <b>Salary:</b>    | Station Manager B plus flexible duty allowance |              |                     |

|  | <b>QUALIFICATIONS &amp; TRAINING</b>  | <b>ESSENTIAL/DESIRABLE</b> | <b>ASSESSED BY</b> |
|--|---|----------------------------|--------------------|
|  | Successful completion of USAR primary and specialist phase 1 & 2 acquisition courses or experience of managerial responsibility for USAR capabilities   | ESSENTIAL                  | A/I                |
|  | Evidence of USAR Continuous Professional Development  | ESSENTIAL                  | A/I                |
|  | Successful completion of a recognized Incident Command Course   | ESSENTIAL                  | A/I                |
|  | Recognised Equality & Diversity Qualification or evidence of continuous workplace application   | ESSENTIAL                  | A/I                |
|  | Evidence of Continuous Professional Development   | ESSENTIAL                  | A/I                |
|  | Full UK driving licence and access to a suitable vehicle  | ESSENTIAL                  | A/I                |
|  | Recognised Health & Safety qualification – minimum NEBOSH General Certificate or equivalent   | DESIRABLE                  | A/I                |
|  | Recognised Quality Management auditor qualification   | DESIRABLE                  | A/I                |
|  | <b>KNOWLEDGE &amp; EXPERIENCE</b>   | <b>ESSENTIAL/DESIRABLE</b> | <b>ASSESSED BY</b> |
|  | Experience of working in a Fire and Rescue Service environment to resolve operational incidents   | ESSENTIAL                  | A/I                |
|  | Experience of NR assets & procedures with a particular focus on the USAR Capability   | ESSENTIAL                  | A/I                |
|  | Experience in using MS Office products  | ESSENTIAL                  | A/I                |
|  | Experience of managing own workload and working to deadlines  | ESSENTIAL                  | A/I                |
|  | Production and presentation of information including reports to managers and key stakeholders   | ESSENTIAL                  | A/I                |
|  | Evidence of an area of responsibility within a project  | ESSENTIAL                  | A/I                |
|  | Evidence of supporting quality management systems development and / or implementation   | ESSENTIAL                  | A/I                |
|  | Experience of planning, chairing and recording meetings   | ESSENTIAL                  | A/I                |
|  | Experience of managerial responsibility for USAR capabilities   | ESSENTIAL                  | A/I                |
|  | Experience of working in a multi-agency environment   | DESIRABLE                  | A/I                |
|  | Experience of working at middle manager   | DESIRABLE                  | A/I                |
|  | <b>Disposition, Attitude and Motivation</b>   | <b>ESSENTIAL/DESIRABLE</b> | <b>ASSESSED BY</b> |
|  | Highly self-motivated and able to work on own initiative  | ESSENTIAL                  | A/I                |
|  | Positive approach to change and new challenges / experiences  | ESSENTIAL                  | A/I                |
|  | Flexible and adaptable to accommodate changing priorities   | ESSENTIAL                  | A/I                |
|  | Able to communicate effectively with a wide range of people   | ESSENTIAL                  | A/I                |
|  | Able to operate in new areas of work with limited support   | ESSENTIAL                  | A/I                |
|  | Willingness to learn and develop  | ESSENTIAL                  | A/I                |
|  | Able to provide information to support decision making  | ESSENTIAL                  | A/I                |
|  | Able to develop and implement organisational strategy   | ESSENTIAL                  | A/I                |
|  | Able to plan effective use of resources   | ESSENTIAL                  | A/I                |
|  | <b>WORK RELATED CIRCUMSTANCES</b>   | <b>ESSENTIAL/DESIRABLE</b> | <b>ASSESSED BY</b> |
|  | A commitment to model our values and behaviours; promoting a culture which embraces collaboration, inclusivity, high performance and wellbeing, striving to make a real difference to the communities we serve. | ESSENTIAL                  | A & I              |

|  |  |           |       |
|--|--|-----------|-------|
|  | Meet the medical and fitness standard required for the role  | ESSENTIAL | MFRS  |
|  | Experience of Regional / Local Resilience Forums or other Multi Agency groups                      | ESSENTIAL | A & I |
|  | Ability to anticipate and interpret changing requirements in a political context                   | ESSENTIAL | A & I |
|  | undergo an SC Personal Security Standard check   | ESSENTIAL | MFRS  |
|  | Access to own vehicle for work use and able to participate in the National Resilience On Call Rota | ESSENTIAL | A & I |

|          |             |          |           |           |                       |             |  |
|----------|-------------|----------|-----------|-----------|-----------------------|-------------|--|
| <b>A</b> | Application | <b>I</b> | Interview | <b>PD</b> | Produce Documentation | <b>MFRS</b> | If successful & conditionally offered the role, MFRS will complete |
|----------|-------------|----------|-----------|-----------|-----------------------|-------------|--|