

# **FIREFIGHTER**

## **APPOINTMENTS PROCESS 2025**

## **CANDIDATE PACK**



### WELCOME TO MERSEYSIDE FIRE & RESCUE SERVICE

Welcome to Merseyside Fire & Rescue Service and thank you for your interest in working in our Service.

This is an exciting time to join us and begin your career as a Firefighter. We are looking for innovative, forward-thinking individuals, who are courageous, compassionate, who serve with integrity, and who will make a meaningful impact to achieve our aim to be the best Fire & Rescue Service in the UK; One Team, putting its communities first.

This candidate pack should provide you with a good foundation, with lots of information and links to pertinent documents to help you get to know us much better.



NICK SEARLE CHIEF FIRE OFFICER

We set high standards at Merseyside, and we're not embarrassed to say so, our selection process will be challenging for all the right reasons and will reward the best candidates with a career with excellent development opportunities and an ability to make a real difference.

We have a long a proud history. Be part of our future.

## **CANDIDATE PACK CONTENTS**

- 1. INTRODUCTION & WELCOME
- 2. OUR LEADERSHIP MESSAGE
- 3. ADVERT & KEY INFORMATION
- 4. THE SELECTION PROCESS
- 5. ABOUT MERSEYSIDE
- 6. OUR COMMUNITY
- 7. BENEFITS
- 8. STAFF NETWORKS
- 9. TERMS & CONDITIONS
- 10. JOB PROFILE, VALUES, BEHAVIOURS AND CODE OF ETHICS
- 11. PERSON SPECIFICATION
- 12. ADDITIONAL INFORMATION



## **OUR STORY**

There is nothing more tragic to us than loss of life so we will do everything we can to prevent this happening.

Saving lives and keeping our Firefighters safe matters to us

We are a team of diverse people undertaking different roles but working together to achieve outstanding impact.

We are part of our community - it's where we are from, it's where we have brought up our families. We reflect our area - looking after each other and showing kindness

Our teams continue to shape our story putting our community at the heart of everything we do.

We have a long and proud history of being bold - a mindset of let's try it-let's do it.

For Mersevside Fire & Rescue Service, good enough is never good enouah.

We are our community and we know the part we can play - our place, our culture and our people are what make us great.



# **WE ARE MERSEYSIDE** FIRE & RESCUE SERVICE

**OUR** VISION To be the best Fire & Rescue Service in the UK.

One team, putting its communities first.

OUR DUDDOSE

Here to serve. Here to protect. Here to keep you safe.

OUR **AIMS** 

### **Protect**

We protect people from harm, provide advice. quidance and when absolutely necessary use enforcement to keep the public and our firefighters safe.

### Drevent

We are there for you. We are a visible presence that provides reassurance. support and advice. Alongside our partners. we protect the most vulnerable and reduce inequalities.

### **Prepare**

We will always be the best that we can be by having highly skilled and trained people who plan for every risk and keep our teams safe and effective.

### Respond

We will be there when vou need us most. pulling out all the stops to save lives. Whether we are taking 999 calls, or attending incidents, we keep our communities safe.

### OUR **SERVICE**

## We are bold

Embracing new ideas to build on the confidence and trust the community place in us.

### We are professional

Always giving our best to be the best we can be

### We are safe

Protecting lives and keeping our firefighters safe.

### We are built to help

Looking after people and looking after each other.

## We are positive

Recognising how far we have come and being positive about the future.

### We are relentless

Overcoming barriers to help people feel safe.

# OUR

### We serve with **Courage**

- By never settling for the status guo
- 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

# **VALUES**

# MERSEYSIDE FIRE & RESCUE SERVICE FIREFIGHTER APPOINTMENTS PROCESS ADVERT



### **SALARY:**

**£38, 881\*** per annum once you complete the Firefighter Apprenticeship and become a Competent Firefighter. per annum as a Recruit Firefighter during the 17-week recruit training course and whilst completing the Firefighter Apprenticeship.

\*An additional 10% will be paid on completion of recruit training if you are appointed into a duty system with a retained cover element.

We are now recruiting Firefighters to join our incredible team, a team recognised for its outstanding work in the heart of its communities.

If you are someone who loves their community; who does the right thing when nobody is looking; respects others and includes everyone; then we want to hear from you.

We are proud to reflect the communities we serve, and we will do whatever it takes to protect the public.

We have a long and proud history. Be part of our future.

### THE ROLE

There is nothing more tragic to us than loss of life so we will do everything we can to prevent this happening. Saving lives and keeping our Firefighters safe is what drives us.

We are diverse and proud of it, different people bringing different life experiences but working together to achieve outstanding impact. We are part of our community - it's where we are from, it's where we have brought up our families – it is what shapes us. We reflect our communities – looking after the most vulnerable and each other.

Our teams continue to shape our story putting our community at the heart of everything we do. We have a long and proud history of being bold – a mindset of let's try it – let's do it. For Merseyside Fire & Rescue Service, good enough is never good enough.



Our Firefighters come from a range of different backgrounds but have one thing in common — a commitment to serve, protect and support our communities. We are committed to ensuring our teams are fully representative of the communities we serve.

Our Firefighters step forward when others understandably move away, they are frequently called upon to help the most vulnerable communities in Merseyside, often in the most challenging of situations. They do this without hesitation. Our Firefighters must demonstrate our values of compassion, courage and integrity. They are people who are passionate and dedicated to helping the communities of Merseyside.

### **YOUR FUTURE**

We are looking for people with the right skills and values, people who are just as passionate as we are and are willing to go the extra mile to protect the most vulnerable people in our communities. You will understand their needs and be able to support them during a crisis, but equally during our regular contacts created to keep our people safe and well.

If you always give your best and want to be part of a highly trained and incredibly skilled team, then this is the job for you.

If you're looking for a life-changing career where you will make a difference every day to the lives of people in your community, then the role of a Firefighter is the job for you!

If you believe that you have what we're looking for, please complete the on-line application form to be considered for a career like no other.

### **KEY INFORMATION ABOUT THE ROLE:**

### **APPRENTICESHIP PROGRAMME**

If successful and offered a place on a recruit training course, you will commence a Level 3 Operational Firefighter apprenticeship programme which will take up to two years to complete.

Following an Inspection by Ofsted in 2023 MFRS was commended by Ofsted Inspectors for producing some of the best and most highly skilled Firefighters in the country.

Ofsted rated MFRS as outstanding for personal development, behaviour and attitudes.

### **DUTY SYSTEM**

Merseyside Fire & Rescue Service operates a number of operational duty systems including Day Crewing Wholetime Retained (DCWTR), Hybrid (DCWTRH), Low Level of Activity and Risk (LLAR) and Wholetime 224 (WT 224). Successful candidates will be allocated to work within these duty systems as required. Each duty system is based around a full-time requirement of 42 hours per week. Should you be appointed to a duty system with retained cover you will also provide 42 hours of retained cover alongside your positive hours.

### **ELIGIBILITY**

Applicants must be 18 years of age by the time the recruit training course starts.

Applicants who have a live/unspent disciplinary sanction or who are currently working under any capability (performance) related improvement note/plan will not be eligible to apply.

### **ARTIFICIAL INTELLIGENCE**

Artificial intelligence (AI) can be a helpful resource when preparing your application. However, all examples and claims must be honest, factually correct, and based solely on your personal experience. If plagiarism is detected—such as presenting someone else's ideas or AI-generated content as your own—your application may be withdrawn.

The Service is currently piloting an AI tool as an aid to hiring managers to assist with the shortlisting process. All final decisions on whether candidates progress to the next stage will be taken by the hiring managers.

We do not accept CV submissions for this vacancy. Please read the below information to assist with completing your application form.

## THE SELECTION PROCESS

### **TIMESCALES**

## Closing date for applications: Midnight Friday 26th September 2025

\*\*Please note should we receive a sufficient number of applications; we reserve the right to close the advert early\*\*

| Physical Assessments: | Weeks commencing 13 <sup>th</sup> and 20 <sup>th</sup> October 2025 |
|-----------------------|---|
| Assessment Day        | Various dates throughout November 2025                              |

This recruitment is to fill places on our next training course which begins 9th March 2026.

We have a limited number of spaces available at each stage of the recruitment selection process.

If we have more successful candidates than places available at the next stage of the process, your application may be held until the following round of recruitment or availability at the next appropriate assessment stage.

## STAGES OF THE SELECTION PROCESS

### **STAGE 1: ONLINE APPLICATION**

There are two parts to the online application process. First of all, you will need to complete an application form which can be accessed from the Firefighter Advert on the vacancies section of our careers page at <a href="https://www.merseyfire.gov.uk">www.merseyfire.gov.uk</a>

This application form will ask for your personal information, work history, references, and any training or qualifications which are relevant to the role.

Once you have submitted this application, you will receive a link via email to complete the second part of the application form. For this part, you will be asked to provide examples to demonstrate how you display some of the Leadership Behaviours relevant to the role of a Firefighter. It's important you give us examples which show us what **YOU** have done.

Our Leadership Behaviours are included in the candidate pack and can also be found <u>here</u>. For the role of firefighter, you should detail your examples against the Leadership behaviors outlined against **LEADING YOURSELF**.

Your answers will be assessed by a member of the recruitment team and if your answers pass shortlisting, then you will be invited through to the next stage, subject to the availability of a position at the next stage of the selection process.

If we have more successful candidates than places available at the next stage of the process, your application may be held until the following round of recruitment or availability at the next appropriate assessment stage.

You should set aside sufficient time to complete the 2<sup>nd</sup> part of the online application. You will not be able to save your answers and come back to them in this part of the application. You may therefore wish to view the questions, then prepare your answers in a separate word document and then copy and paste into the application form before submitting.

Please be mindful of the word limit (300 words per answer.) Scores awarded will be reduced for answers which are significantly over the word limit.

To ensure fairness, managers shortlisting the application forms do so without access to your personal information.

### HELPFUL INFORMATION WHE COMPLETING YOUR ONLINE APPLICATION

### **CRIMINAL CONVICTIONS**

When completing the application form you will be asked to declare any criminal convictions. The role of a Firefighter is eligible as defined by the Rehabilitation of Offenders Act (ROA) 1974 (exemptions) Order 1975 therefore candidates conditionally offered a role as a Firefighter will need to complete an Enhanced DBS where all convictions, including those that are spent, will be disclosed. This information is kept confidential. Having a criminal record does not automatically prohibit any candidate from progressing through the selection process.

### **DRIVING LICENCE**

You are required to hold a full UK driving licence at appointment. However, in order to overcome a recognised barrier to employment, applicants can apply in the first instance without a full UK driving licence.

If you progress through the recruitment process to the point of job offer you will be required to have undertaken driving lessons and have obtained a full UK driving license before starting your recruit course.

A driving bursary may be available to support successful applicants to obtain a driving licence.

### **MERSEYSIDE ADDRESS**

If successful and following your recruit course, you may be allocated into role which requires you to immediately meet the retained commitment in your contract of employment. This commitment can only be met if you have a permanent residence in Merseyside or very close to the Merseyside boundary, meaning you are able to respond into a designated station within 30 minutes.

Confirmation of your permanent residence will be required prior to the start of the recruit training course.

### **DEMONSTRATING OUR LEADERSHIP BEHAVIOURS**

The second part of the online application allows you the opportunity to provides examples on how you have demonstrated our **LEADERSHIP BEHAVIOURS** through your current job or from your experiences outside of the workplace.

You will receive a link via email to complete the second part of the application. When you access the questions, write down one example which tells us how you've demonstrated that criteria. Make sure you tell us what 'YOU' have done, avoid using 'WE'. Examples can be from your work, school, college, university, hobbies or volunteering experience. Your answers will be scored against how well they demonstrate the behaviours we're looking for.

### **OUR LEADERSHIP BEHAVIOURS**

Our Leadership Behaviours for Firefighters (Leading Yourself) outline how we act and the difference we make to the people around us.

| Personal Impact           | I demonstrate Service values and behaviours.   | I value inclusion and set a positive example to others.                                     | I reflect on my own strengths and see the strengths of others (using colours).                        |
|---------------------------|--|---|---|
| Outstanding<br>Leadership | I am an ambassador for the Service,<br>taking pride and responsibility for the<br>work we do and encouraging others to<br>do the same. | I take responsibility and accountability for the quality of my own work.                    | I role model proactively, learning new skills and behaviours.   |
| Service Delivery          | I find out about my local community risks<br>& associated behaviours to ensure we<br>are offering the best service.                    | I plan ahead and prioritise my work,<br>managing my time effectively to get<br>things done. | I work to foster trust with others & build<br>constructive working relationships to<br>achieve goals. |
| Org. Effectiveness        | I know what the key organisational goals are and how I contribute.   | I work within the organisation's policies, procedures and processes.                        | I continuously seek to improve my performance & share my ideas.                                       |

# Closing date for applications Midnight Friday 26<sup>th</sup> September 2025

### **STAGE 2: PHYSICAL ASSESSMENTS**

The Firefighter physical assessments are designed to assess your fitness and physical suitability for the Firefighter role.

On the day you will arrive and undertake pre-assessments including: a check of documents by the HR Team; completion of a fitness declaration; a blood pressure check; followed by a Health & Safety briefing before moving to the next phase.

Phase 1 involves fitness and strength assessments:

All candidates will undertake all 3 activities.

- Chester Treadmill Run Test **Timed** (12 mins total)
- Lat Pull Down **Timed** (25kg at 30 reps within 1 min. One single rep of 45kg.)
- Shoulder Press on 'smiths' machine One lift at 30kg

Any candidate who fails one or more of the above assessments will not progress to Phase 2. Candidates who successfully complete all aspects of Phase 1, will move to Phase 2

Phase 2 involves Functional Assessments:

All candidates who have progressed to this stage will be offered to attempt all 5 activities:

- Equipment Carry and Casualty Evacuation Pass/Fail. **Timed** max time **6 mins 35 sec** (details on website)
- Ladder Carry Simulation Pass / Fail (carrying 25kg weight 20m back and forth
- Ladder Climb (Acrophobia) Pass/Fail against criteria. **Timed** max time **90 secs** (for ascending and descending ladder)
- Equipment Assembly (Dexterity) Pass/Fail. Timed max time 5 mins 30 secs
- Confined Space (Claustrophobic) Pass/Fail. Timed max time 5 mins

A pass is awarded for the successful completion of the activity under the maximum allotted time (where applicable). Candidates successful at Phase 2 will be asked to complete Phase 3 (non-assessed)

Phase 3 involves Non-Assessed Appliance simulations.

Candidates will complete a number of tasks/instructions aimed at identifying whether any adjustments would need to be made to fleet, or equipment should the candidate be successful in the candidacy.

Further information on our physical assessments can be found HERE

We have limited spaces available at each stage of the recruitment process.

If we have more successful candidates than places available at the next stage of the process, your application may be held until the following round of recruitment or availability at the next appropriate assessment stage.

### **STAGE 3: ASSESSMENT DAY**

The Assessment Day will consist of an interview and an Assessment Centre.

Your interview will be with a member of the HR team and a Senior Manager. The questions you will be asked will be a mix of competency-based questions such as 'Tell us about a time when you....' or 'Talk us through an example when....'

These questions are designed for you to talk through what skills you have using real life examples and are based on the National Fire Chiefs Council Core Code of Ethics behaviours

The STAR technique is a great way to answer these type of interview questions. Further advice on this technique can be found HERE.

You may be asked a question around the work that we do as a Fire Service and how as Firefighters you take part in the wider community. Reading our Community Risk Management Plan is a good way to build up your knowledge about the work we do in our communities. We don't expect you to remember everything in the CRMP but being able to talk about our wider community work will be advantageous for you.

The Assessment Centre will bring a group of candidates together to complete a problem-solving task. You will be assessed against criteria aligned to our <u>Leadership Behaviours – **Leading Yourself.**</u>

We're looking to see how well you deal with problems; work as part of a team; and communicate with others. The result of the task doesn't matter, it's all about how you work together on the day. Remember, be yourself!

We have limited spaces available at each stage of the recruitment process.

If we have more successful candidates than places available at the next stage of the process, your application may be held until the following round of recruitment or availability at the next appropriate assessment stage.

### **STAGE 4: PRE-EMPLOYMENT CHECKS**

If you are successful following the Assessment Day, you will be offered a place on the Firefighter training course subject to a number of pre-employment/compliance checks being successfully completed.

### **FITNESS AND MEDICAL STANDARDS**

You will undertake a Fitness and Medical evaluation with members of our Health & Wellbeing team. There are three parts to the pre-employment medical:

### Part 1 – Medical with the Occupational Health Advisor

- Height measurements
- Weight measurements
- ➤ BMI must be under 30
- Blood Pressure measurement
- Pulse measurement
- Urinalysis
- Drug and Alcohol testing
- Vision testing- near, distance, colour, and horizontal field testing
- Lung Function Spirometry
- Hearing Audiology test
- Skin Assessment

### Part 2 – Medical with the Occupational Health Physician

Asbestos medical – examines chest for abnormalities

### Part 3 – Fitness test with the Health and Fitness Advisor

- Chester Treadmill run test
- Extend lower test
- Press test

Maintaining the necessary fitness standards is an ongoing requirement for an operational firefighter. You must ensure that you maintain your fitness levels throughout the recruitment process to ensure you are able to complete the preemployment checks stage of the process.

### **DOCUMENT CHECK**

- Check of your ID and Right to work in the UK documents
- Confirmation you have a full UK driving licence
- Proof of your address

### **SECURITY VETTING & REFERENCES**

Enhanced DBS check. You are required to complete this level of security clearance as your role is eligible as defined by the Rehabilitation of Offenders Act (ROA) 1974 (exemptions) Order 1975.

Satisfactory references covering the last 3 years of your employment including verification of absences. As part of our commitment to safer recruitment any gaps in employment will be discussed with you in detail.

### **SWIM ASSESSMENT**

Successful completion of the swimming assessment. The assessment consists of 50 metres swim unaided, using front crawl stroke. The assessment is timed. This is to ensure applicants are confident and safe in water. This takes place in cold, open water conditions wearing personal protective equipment.

#### INDUCTION DAY

All candidates are required to attend a mandatory induction day which will be arranged prior to the commence of the recruit course.

### STAGE 4: OFFERED A PLACE ON A RECRUIT COURSE

Once all of the above pre-employment checks have been met to our satisfaction you will then be issued with a contract of employment.

### **ABOUT MERSEYSIDE**

Merseyside is an area in the north west of England, on both sides of the mouth of the river Mersey and includes the metropolitan districts of Knowsley, Liverpool, Sefton, St Helens and Wirral. Merseyside spans 249 square miles (645 Km²) of land containing a mix of built-up urban areas, suburbs, semi-rural and countryside locations.



### **OUR COMMUNITY**

Living in Merseyside will reward the successful post holder in lots of different ways. It's difficult to put into words what it can offer, at the heart of it though, is an opportunity to be part of our Community, our Place, our Culture and our People. That's what makes us and Merseyside great.

Merseyside is an area steeped in maritime history; it is an area of rich heritage with worldwide links to culture, arts, music and sport.

The city of Liverpool is an important centre for culture throughout the world, it boasts world leading attractions in the arts, music, theatre, entertainment and sport.

Liverpool has one of the most impressive collections of museums in Europe, boasting more galleries and national museums than any city in the UK outside London.

Merseyside moves to its own rhythm; Liverpool is a city that's very heart beats with the sound of music. A UNESCO City of Music, famous for its Mersey Beat and for those four lads that changed the music world forever - but that's not all.

We have a plethora of theatres on offer throughout the region, many situated in our bustling city centre such as the Philharmonic, The Empire and the Playhouse. You'll also find them within towns throughout our region like the Floral Pavilion in New Brighton and the Shakespeare North Playhouse in Prescot.

Liverpool City Region boasts three historic football clubs: Everton FC, with its new historic waterfront stadium, and Liverpool FC are two of the Premiership's finest. Wirral's Tranmere Rovers play at Prenton Park in Birkenhead.

The region is also home to England's Golf Coast, the finest stretch of championship golf in the world, with no fewer than three Royal Links courses which have hosted endless Open Championships and Ryder Cups.

Horse-racing is huge in the city; Aintree and Haydock racecourses offer top-quality racing including the world-famous Grand National Festival at Aintree each spring.







### THERE'S MORE ...

Merseyside is also home to a number of top rugby teams, including St Helens (Saints) - the most successful Rugby League club of the Super League era.

Being a maritime hub we're also the perfect place to try your hand at watersports, with a number of centres across the city region including Liverpool Watersports Centre and Wirral Sailing Centre based at West Kirby Marine Lake, with courses available for all ages and levels of experience.

Don't just take our word for it, come for a visit, with excellent transport links you'll be here in no time and once you're here you won't want to leave.

### **OUR PEOPLE**

Our people have a mindset of lets try it – lets do it. We are bold and always give our best to be the best we can be. Our people are diverse, each bringing something different to their roles but working together to achieve outstanding impact.

Merseyside is world renowned for its welcoming and friendly atmosphere, Merseyside Fire & Rescue Service is no different – we are built to help, we look after our communities and we look after each other.



### **OUR PLACE**

Merseyside spans 249 square miles of land and whilst it contains some of the most deprived areas in England, where the Service can make a real difference; it is also home to some of the most desirable and sought after locations which attractions more and more people into the region each year.

### **OUR FAMILY**

We know just how important family is to our staff and Merseyside offers a fantastic setting for people relocating to the area. With its mix of rural areas, small towns and the bustling city centre of Liverpool, Merseyside really does have it all.



**Eating Out:** Food and Drink in Liverpool is fantastically varied, from sleek fine dining to indie bistros and pop-up foodie heavens to high-street favorites. Merseyside has no shortage of award-winning restaurants, with a variety AA Rosette and Michelin starred venues to get your taste buds tingling.



**Green Spaces:** In Liverpool City Region we are blessed with an abundance of outdoor spaces. We have 200 acres of parkland under 15 minutes from the city centre at Sefton Park. We've pretty beaches on both sides of the water. Trips to Crosby Beach to visit Antony Gormley's Iron Men, National Trust's Formby Beach, Thurstaston Beach and Hilbre Islands all need to be on your must visit list.



**Education:** Merseyside is home to some of the highest performing Secondary School in the UK. There's no shortage of Higher Education options either, with world leading Universities such as University of Liverpool, Hope University and Liverpool John Moores University not to mention institutes such a Liverpool Institute for Performing Arts (LIPA).

### **BENEFITS**

Merseyside Fire & Rescue Service recognises the hard work and commitment of its staff. In return, we can offer the right candidate a competitive reward package.

- ❖ We're positive about personal development: Considerable investment in learning & development, including High Potential Programmes, Coaching, Mentoring and professional development schemes. The Service has invested in a state of the art training facility. More information about this is available HERE: <a href="https://tinyurl.com/3b36mbcw">https://tinyurl.com/3b36mbcw</a>
- We're positive about staff welfare: Provision of outstanding Health & Wellbeing Services with dedicated mental health and wellbeing resources. More information about our positive practice in mental health can be found HERE: https://tinyurl.com/yvahtrfx
- The Service have developed work life balance policies and procedures that support and enable you to balance your paid work, your family life and your ability to attend work.
- **We're positive about fitness:** All sites have on-site fitness suites.
- We're positive about making a difference: Diversity is seen as a strength of the Authority. As an organisation, we seek diversity at all levels and expect a work environment in which all employees can develop and contribute to their full potential. Our established Staff Networks play a vital part in that.

### STAFF NETWORKS



At Merseyside Fire & Rescue Service we believe that Staff Networks are a powerful way in which to engage with staff and a great way to promote, celebrate and raise awareness of equality, diversity, and inclusion throughout the organisation.

We currently have seven staff networks: Armed Forces, Gender Equality, LGBTQ+ (Lesbian, Gay, Bisexual and Trans), Health & Wellbeing, Neurodiversity, REACH (Race Equality Cultural Heritage) and Socio-Economic Networks.

Each network offers a safe place for staff to come together, share experiences and provide mutual support. In addition, networks act as a critical friend to MFRA and have great potential in helping to shape the culture and behaviours of the organisation.

### **TERMS & CONDITIONS**

Terms & Conditions of employment will be in accordance with provisions set out in the National Joint Council (NJC) for Local Authority Fire & Rescue Services Scheme of Conditions of Service (Grey Book) and supplemented by Merseyside Fire & Rescue Authority's local terms and conditions and associated policies.

- Salary for Firefighter is as detailed in this document.
- Pension provisions in accordance with the Firefighters Pension Scheme 2015 as amended from time to time.
- ❖ Annual, Public Holiday and Long Service leave will be in accordance with NJC conditions of service. Leave entitlement incorporating Scale A, Scale B and Long Service Leave (accrued on completion of 5 years' service) is 33 days each calendar year.
- Hours of work will be 42 hours per week.
- If you are posted to a location with a retained commitment, you will also provide 42 hours per week of retained cover.
- ❖ You will be located at Merseyside Fire & Rescue Training & Development Academy for the duration of the 17- week Recruit training course. Following completion of the training course, individuals are then posted to one of our 21 Community Fire Stations across Merseyside where you will complete your apprenticeship programme.

### **MERSEYSIDE FIRE & RESCUE SERVICE**

## **JOB PROFILE**



| JOB TITLE:               | Firefighter  |  |
|--------------------------|--|--|
| SALARY GRADE:            | <ul> <li>£30, 384* per annum during the recruit training course and whilst you are completing the Firefighter Apprenticeship.</li> <li>£38, 881* per annum once you complete the Firefighter Apprenticeship and become a competent Firefighter.</li> <li>*An additional 10% will be paid on completion of recruit training if you are appointed into a duty system with a retained cover element.</li> </ul> |  |
| DIRECTORATE:             | Operational Response   |  |
| LOCATION OF WORK:        | Merseyside   |  |
| HOURS OF WORK:           | 42   |  |
| DIRECTLY RESPONSIBLE TO: | Watch Manager  |  |

| LEADERSHIP BEHAVIOUR LEVEL: | Leading Yourself |
|-----------------------------|------------------|

### MAIN JOB PURPOSE

To save and preserve endangered life by supporting and maintaining an emergency response service. Assisting with the delivery of Prevention and Protection programmes to the most vulnerable people across Merseyside.

The post holder will be committed to, encourage and promote the values of MFRS, the National Core Code of Ethics for Fire & Rescue Services, and act in accordance with our Ground Rules.

### **KEY AREAS OF RESPONSIBILITY**

- 1. Save and preserve endangered life.
- **2.** As part of a team resolve operational incidents.
- **3.** Support the effectiveness of operational response.
- **4.** Protect the environment from the effects of hazardous materials.
- 5. Drive, manoeuvre, and redeploy fire service vehicles, if qualified and required to do so.
- **6.** Deliver and contribute to prevention and protection programs to protect the public and make the community safer and stronger.
- **7.** Support prevention and protection programmes and activities such as road safety, bonfire period and water safety.
- **8.** To be responsible for ensuring that your conduct and behaviour accords with Service Policies on Equality and Diversity, incorporated in the Ground Rules, Code of Conduct and Values, and for promoting an environment of dignity and respect amongst colleagues.
- 9. Promote and embed the principle of equality and diversity in line with organisational policies.
- **10.** Take responsibility for personal performance, including personal fitness and welfare, and the development of personal skills including the use of appropriate IT systems and the attainment of the appropriate vocational qualifications to ensure the required skills, knowledge and demonstration of competence to fulfil the role.
- **11.** Communicate skills and knowledge to colleagues in order to support the development of their personal and professional competence.
- **12.** Ensure, as far as is reasonably practicable, the health and safety of yourself, personnel and others who may be affected by your acts and/or omissions.
- **13.** Ensure that all activities comply with the policies and procedures of MF&RS and to support the delivery of community, station and district plans as part of your role.

### ADDITIONAL INFORMATION:

In accordance with the Authority's approach towards flexible working, and in accordance with NJC Scheme of Conditions of Service (Section 3, paragraph 6), the post holder will undertake such work as may be determined by the Chief Fire Officer from time to time within the scope of the nationally agreed role map for this role, and in any location within the geographical area served by the MF&RS and other areas where the Fire Authority has entered into mutual arrangements with other fire and rescue authorities and other agencies.

### **VALUES, BEHAVIOURS AND CODE OF ETHICS**

The Authority's 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 YOURSELF** I demonstrate Service values and I value inclusion and set a positive **Personal Impact** I reflect on my own strengths and see the behaviours. example to others. strengths of others (using colours). Outstanding I take responsibility and accountability I am an ambassador for the Service, I role model proactively, learning new taking pride and responsibility for the for the quality of my own work. skills and behaviours. Leadership work we do and encouraging others to do the same. Service Delivery I find out about my local community risks I plan ahead and prioritise my work, I work to foster trust with others & build & associated behaviours to ensure we managing my time effectively to get constructive working relationships to are offering the best service. things done. achieve goals. I know what the key organisational goals I work within the organisation's policies, I continuously seek to improve my Org. Effectiveness are and how I contribute. procedures and processes. performance & share my ideas.

## **MERSEYSIDE FIRE & RESCUE SERVICE**

# **PERSON SPECIFICATION**



Job Title: Recruit Firefighter Directorate: Operational Response

| QUALIFICATIONS & TRAINING   | ESSENTIAL/DESIRABLE | ASSESSED BY |
|---|---------------------|-------------|
| It is desirable for candidates to have GCSE English & Mathematics Grade C / Grade 4 – 9 or a recognised equivalent as detailed by the Institute for Apprenticeships.  | D                   | P D         |
| If candidates do not have the above qualifications, if successful they will be required to undertake an assessment and achieve literacy and numeracy qualifications during their 2-year apprenticeship.         |                     |             |
| KNOWLEDGE & EXPERIENCE  | ESSENTIAL/DESIRABLE | ASSESSED BY |
| Experience of working collaboratively as part of a team   | Е                   | A, AD       |
| Experience of supporting the community (through either employment, work experience, volunteering, or personal experience)   | E                   | A, AD       |
| Commitment to diversity, equality, and inclusion  | E                   | A, AD       |
| SKILLS & COMPETENCIES   | ESSENTIAL/DESIRABLE | ASSESSED BY |
| Presents an approachable and positive image within the organisation and community   | E                   | AD          |
| Communicates clearly and concisely and at a level appropriate to the audience   | E                   | AD          |
| Ability to work on own initiative as well as being a member of a team   | Е                   | AD          |
| Ability to remain calm under extremes of physical, mental and emotional pressure  | E                   | AD          |
| Demonstrates personal resilience when faced with difficult circumstances and traumatic situations   | Е                   | AD          |
| Actively finds solutions to problems  | E                   | AD          |
| Ability to follow instructions  | Е                   | AD          |
| Ability to understand, recall, apply and adapt relevant information   | Е                   | AD          |
| WORK RELATED CIRCUMSTANCES  | ESSENTIAL/DESIRABLE | ASSESSED BY |
| 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. | Е                   | AD          |
| Meet the medical and fitness standard required for the role   | E                   | MFRS        |
| Enhanced Disclosure Barring Service check (verification of unspent criminal records will be undertaken.   | E                   | MFRS        |
| OTHER REQUIREMENTS  | ESSENTIAL/DESIRABLE | ASSESSED BY |
| Willing to work unsocial hours / shifts   | E                   | Ι           |
| UK driving licence, if you do not hold a full UK driving licence when you apply, if successful you will be required to obtain your full UK driving licence before you start your recruit training course        | D                   | A & PD      |
| Confirmation of your permanent residence prior to the start of the recruit training course to demonstrate ability to respond within time.   | E                   | P D         |

| A | Application | AD | Assessment Day | PD | Produce Documentation |
|---|-------------|----|----------------|----|-----------------------|
|---|-------------|----|----------------|----|-----------------------|

### **ADDITIONAL INFORMATION**

You may find it useful to read these documents to assist in preparing you for the recruitment process. further information can also be found on our website: www.merseyfire.gov.uk



To produce our **Community Risk Management Plan** (CRMP) we assessed foreseeable risk in Merseyside, considered the demand for our services and the vulnerability of our communities. From this we have developed actions for the next three years that will improve community safety in Merseyside.

Our actions focus on prevention of fires and other emergencies, ensuring that property owners abide by the laws related to fire safety, preparing for emergencies and delivering an effective emergency response. We previously produced Integrated Risk Management Plans and the CRMP includes similar information to those earlier plans.

https://www.merseyfire.gov.uk/media/pn4ft0lo/community-risk-management-plan-crmp-2024-27.pdf



We recognise that our People are pivotal in all that we set out to do and we know it is only by investing in them and creating a sense of purpose and belonging that we can deliver our vision whilst allowing our staff to reach their full potential.

The **People Plan** is our vehicle to deliver this ambition, and it is built upon five key but interlinked themes. These are; to attract and retain the best people, develop exceptional people and leaders, promote a holistic approach to health and wellbeing, deliver sector leading organisational performance and embed equality, diversity and inclusion as part of strong positive culture.

https://www.merseyfire.gov.uk/media/r1mh3tb4/people-plan-2024-27.pdf

Thank you for your interest in applying for the role of Firefighter.

If you require any further information, please contact the Recruitment team via recruitment@merseyfire.gov.uk