



JOB TITLE:	Home Safety Manager
SALARY GRADE:	Grade 15
JE REFERENCE:	A812
DIRECTORATE:	Prevention
TEAM:	Home Fire Safety
LOCATION OF WORK:	Service Headquarters
HOURS OF WORK:	35 Hours per week
DIRECTLY RESPONSIBLE TO:	Area Manager – Community Risk Management
RESPONSIBLE FOR:	Station Manager, Home Safety, Senior Prevention Manager and other relevant employees through one or more managers at each location.

LEADERSHIP BEHAVIOUR LEVEL:	Leading the Function
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MAIN JOB PURPOSE
<p>Responsibility to act as the lead professional for developing and implementing fire safety strategies and risk management as part of the CRMP. Ensuring this aligns with local and national framework’s priorities and meets statutory obligations.</p> <p>To lead and manage the high risk and operational home safety performance. To contribute to the development, implementation and review of policy and strategy. Responsibility for the management and performance of a number of locations and employees. Forging partnerships with Local Authorities, internal and external groups and agencies to deliver high risk interventions.</p> <p>Leading strategic fire safety initiatives and overseeing the high risk home safety strategy. This includes setting and executing a strategic vision for home fire safety and ensuring compliance. Managing the home safety Station Manager and Senior Prevention Manager whilst working with partner agencies to reduce the risk of fire in domestic properties.</p>

KEY AREAS OF RESPONSIBILITY
<ul style="list-style-type: none"> ❑ Develop and implement the home fire safety strategy element of the functional plan. Ensuring policy formulation, planning, target setting, implementation and review of Preventative activities. ❑ To develop strategies and action plans that contribute to the reduction of fatalities, serious injuries and accidental dwelling fires in Merseyside. ❑ To implement policy formulation, planning, target setting, implementation and review of home safety activities. ❑ To identify and implement efficiency and effectiveness of collaborative working with other partner agencies at a strategic level to deliver joint outcomes. Evaluate existing relationships and procedures aimed at reducing risk to the community and use intelligence to target and identify where the risks are in Merseyside. ❑ To identify and lead on local innovation with partners including sitting on and chairing meetings involving partner organisations to target and lead on activity that reduces risk for vulnerable people.

- ❑ To represent MFRS at a strategic level at external stakeholder meetings for example other fire services and local authorities. This is a senior position focused on protecting residents and the public through robust fire prevention.
- ❑ To apply Prevention subject matter expertise to guide the development of innovation and information technology aimed to increase the efficiency and effectiveness of community risk management interventions.
- ❑ To manage and authorise budgets at Level 9, provide comprehensive review of spending at monthly budget meetings. To develop service plans, objectives and operating budgets to ensure that all relevant targets and objectives are met for high risk.
- ❑ Present at senior leadership boards on Prevention led performance or initiatives.
- ❑ To act as the Designated Safeguarding Officer and maintain level 6 on behalf of the CFO for Merseyside Fire & Rescue Service in the absence of the Designated Safeguarding Officer.
- ❑ Leading the Home Safety team to ensure risk reduction strategy aligns with the CRMP. Identify and implement Prevention led change management programmes across the service.
- ❑ Identify, develop, implement and continually review home fire safety policies and strategies in line with CRMP.
- ❑ To develop strategies in respect of information sharing opportunities that identify, target and engage with the most vulnerable individuals in Merseyside.
- ❑ Manage, coach, and mentor the home fire safety Station Manager and Senior Prevention Team Manager in addition to other nominated middle managers from across the service.
- ❑ Lead the performance of operational and high-risk home fire safety in line with the Prevention Strategy.
- ❑ Plan, allocate and implement work activities to meet Service delivery needs in accordance with the MFRA CRMP.
- ❑ To prepare and deliver reports to a variety of internal and external boards and committees.
- ❑ To seek opportunities for commissioning, income generation/funding and the preparing of, setting and monitoring of departmental budgets.
- ❑ To convene and chair fire fatality meetings following a fire fatality or serious fire to ensure policies and procedures were followed and constructively analyse MFRA processes. Intentify, develop and implement change where the service requires improvement.
- ❑ Represent MFRA at a strategic level internationally, nationally, regionally and locally in specialist area home fire safety.
- ❑ To undertake any other duties deemed suitable by MFRA commensurate with the grade.

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

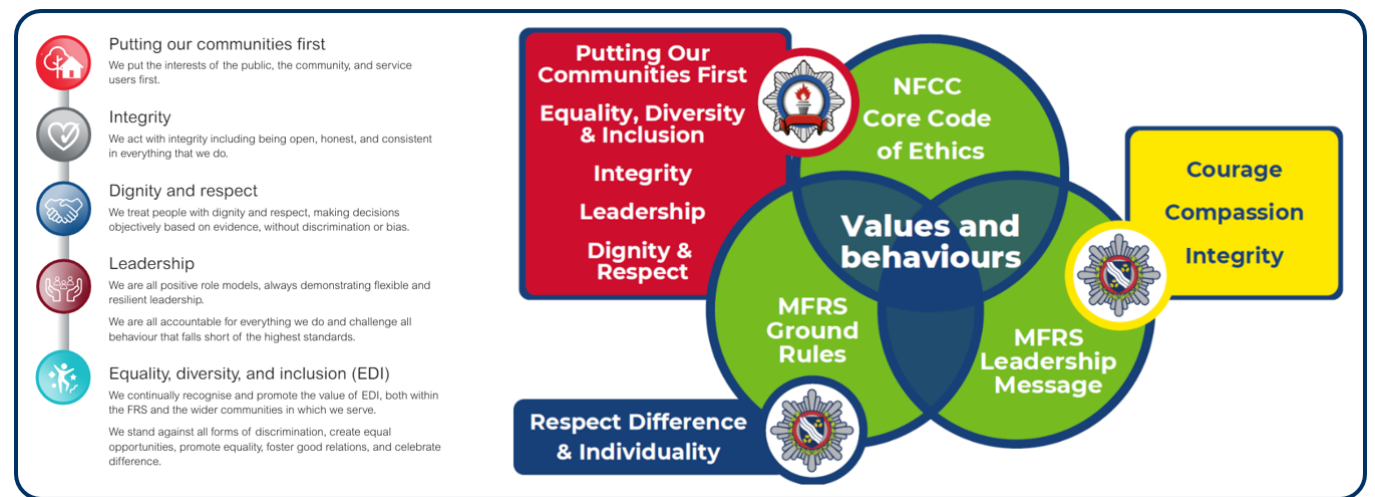
We serve with **Integrity**

- 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

Personal Impact	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.
Outstanding Leadership	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. I look for opportunities to coach, mentor and support people outside of my teams.
Service Delivery	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.
Org. Effectiveness	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:

22/10/2025

MERSEYSIDE FIRE & RESCUE SERVICE

PERSON SPECIFICATION



Job Title:	Home Safety Manager	Team:	Home Safety
Salary:	Grade 15	Directorate:	Prevention CRM
JE Reference:	A812		

QUALIFICATIONS & TRAINING		ESSENTIAL/ DESIRABLE	ASSESSED BY
Safeguarding Level 4		E	PD
CMI Level 5 or equivalent management qualification.		E	PD
KNOWLEDGE & EXPERIENCE		ESSENTIAL/ DESIRABLE	ASSESSED BY
Experienced people manager with a track record of success in managing teams.		E	A & I
Strong leadership, communication, and interpersonal skills		E	A & I
In-depth specialist knowledge of home fire safety procedures, policies and processes.		E	A & I
Proven ability to develop and implement strategic fire safety plans.		E	A & I
Presentation skills at senior level/board meetings both internally and externally.		E	A & I
Previous experience of successfully managing the delivery of a wide range of community initiatives involving 'at risk' groups.		E	A & I
A deep understanding and experience working in the specialist area of vulnerability.		E	A & I
Evidence of applying safeguarding principles.		E	A & I
Experience in overseeing budgets, organising resources and establishing priorities for a home safety resource (Level 9 signatory)		E	A & I
Support the service by providing expert advice and ensuring effective prevention measures are in place in the area of home fire safety.		E	A & I
SKILLS & ABILITIES		ESSENTIAL/ DESIRABLE	ASSESSED BY
Experience of managing large scale events		E	A & I
Ability to work collaboratively across departments and manage relationships with external partners.		E	A & I
Ability to develop and implement strategic plans and policies.		E	A & I
Devise and implement functional change to ensure risk reduction.			A & I
Develop and implement policies and strategies to improve home fire safety across the service.		E	A & I
Lead, manage, and develop a team of fire safety professionals.		E	A & I
Knowledge of the issues surrounding Local Strategic Partnerships and the NHS reform.		E	A & I
Good organisational skills and ability to plan, including the ability to deal with conflicting demands in order to meet deadlines.		E	A & I
Excellent written and oral communication skills.		E	A & I
The ability to motivate and develop effective working relationships with both internal and external partners.		E	A & I
Excellent interpersonal, leadership, influencing and negotiation skills.		E	A & I
The ability to chair, plan and positively contribute to meetings with management and stakeholders.		E	A & I
Has a thorough understanding of the Data Protection and Freedom of Information Acts.		E	A & I
Demonstrates cultural awareness of the local community and its needs and is respectful of different cultures and ethnic backgrounds.		E	A & I

	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.	E	A & I
	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 in the in the form of a enhanced disclosure barring service check)	E	MFRS
	To hold and maintain a current valid UK manual driving licence.	E	PD

A	Application	I	Interview	PD	Produce Documentation	MFRS	If successful & conditionally offered the role, MFRS will complete
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