



## Deputy Fire Chief Operations & Training

The City of Grand Forks is looking to add a key member to their leadership team. This is an incredible opportunity for a motivated individual to lead a composite department comprised of three full-time Chief Officers and over 40 dedicated, committed, and highly motivated volunteer firefighters.

Grand Forks is known for its Okanagan weather and Kootenay lifestyle. We are a small community of friendly yet engaged citizens situated in a sunny river valley surrounded by mountains and lakes. There are opportunities for a diverse range of winter and summer outdoor recreation opportunities. From a small kid-friendly ski hill and accessible bike trails to extreme downhill biking, skiing, and backcountry adventure. From farm-fresh food grown right here in the valley to Canada's warmest tree-lined lake, this is a place where great weather, great food, and great adventures come together. What are you waiting for!

Corporation of the City of Grand Forks  
PO Box 220  
7217-4<sup>th</sup> Street  
Grand Forks, BC V0H 1H0  
250-442-8266



Settle down.



## **Deputy Fire Chief – Operations & Training**

### **Position Details**

Department: Emergency Services

Position Type: Full-Time, Regular, Exempt

Hours of Work: 40 hours per week

Salary: \$95,000 – \$110,000 per year

### **Overview**

The City of Grand Forks is seeking a compassionate, accountable, and values-driven leader to join Grand Forks Fire Rescue as Deputy Fire Chief – Operations & Training.

This is an opportunity to help lead a progressive composite fire department committed to professionalism, operational readiness, continuous improvement, and strong community relationships.

Reporting to the Fire Chief, the Deputy Fire Chief plays a key role in supporting daily operations, leading training and development, fostering a positive workplace culture, and helping guide the strategic direction of the department.

### **Operations & Emergency Response**

- Respond to and assume command roles at emergency incidents
- Lead and support safe, effective fireground and emergency operations
- Ensure operational readiness of personnel, apparatus, equipment, and facilities
- Assist with pre-incident planning, inspections, risk reduction, and fire prevention activities
- Support the development, implementation, and evaluation of operational policies, procedures, and standards
- Monitor operational performance and identify opportunities for continuous improvement
- Coordinate emergency response resources and support inter-agency operations during major incidents
- Provide operational leadership and administrative coverage for other Chief Officers during planned or unplanned absences, ensuring continuity of departmental services and support functions
- Assume the duties and responsibilities of the Fire Chief when designated, ensuring continuity of operations, emergency response leadership, strategic initiatives, and organizational priorities

### **Training & Development**

- Lead and manage the department's training program
- Ensure training aligns with BC Structure Firefighter Minimum Training Standards
- Develop annual training plans, schedules, and competency-based evaluation programs

- Support recruit training, officer development, and ongoing competency
- Maintain accurate training records and promote continuous improvement

### **Leadership & Culture**

- Model and promote the department's core values
- Build and maintain a positive, respectful, and accountable team environment
- Actively mentor and develop members while supporting succession planning
- Build strong working relationships within the department and community

### **Emergency Management & Partnerships**

- Support emergency management operations as Deputy Municipal Emergency Coordinator
- Work collaboratively with regional, provincial, and mutual-aid partners
- Represent the department in inter-agency coordination and community initiatives

### **Administration**

- Assist with budgeting, reporting, and operational planning
- Assist in the preparation and administration of departmental budgets, capital projects, and grant-funded initiatives
- Maintain accurate incident, training, and personnel records
- Support policy development and continuous improvement initiatives

### **Required Experience & Skills**

- Minimum 10 years of fire service experience
- Minimum 5 years of progressively responsible leadership experience in the fire service
- Strong leadership, communication, and decision-making skills
- Experience in training, operations, and personnel management
- Demonstrated commitment to mentorship, succession planning, and leadership development
- Ability to build relationships and lead in a team-based environment
- Must reside within 5 km of City of Grand Forks municipal boundaries as a condition of employment

**Required Certifications (or willingness to obtain)**

- NFPA 1001 Level II
- NFPA 1021 Fire Officer Level II
- NFPA 1041 Fire Service Instructor Level II
- NFPA 1521 Incident Safety Officer
- NFPA 1031 Fire Inspector Level I
- NFPA 1033 Fire Investigator Level I (preferred)
- NFPA 1072 Hazardous Materials Technician
- ICS 300
- Wildland Fire Crew Leader or equivalent wildland fire leadership experience
- Emergency Medical Responder (EMR) or equivalent
- Class 3 Driver's Licence (or equivalent)
- NFPA 1002 Pump Operations
- NFPA 1006 Extrication or Special Rescue (preferred)

**Why Grand Forks**

Grand Forks offers the best of both worlds—the warm climate of British Columbia's Southern Interior and the outdoor lifestyle of the Kootenays.

We are a progressive composite fire department made up of dedicated Chief Officers and approximately 40 highly motivated paid-on-call firefighters who take pride in serving their community.

This is an opportunity to be part of a department that values its people, invests in training, and is committed to operational excellence and community service.

**How to Apply**

Using the subject line "Deputy Fire Chief", please submit your cover letter and resume in confidence to Human Resources, City of Grand Forks, [corporate@grandforks.ca](mailto:corporate@grandforks.ca).

Applications will be accepted until 12:00 p.m. (noon) on Monday, June 29, 2026, or until a suitable candidate is found.