



GROUP COMMANDER

Recruitment Information Pack



Thank you for your interest in this opportunity with the Scottish Fire and Rescue Service (SFRS)

Our Purpose:

To work in partnership with communities and with others in the public, private and third sectors, on prevention, protection and response, to improve the safety and wellbeing of people throughout Scotland.

Our Values:

Our four values **safety, teamwork, respect and innovation** guide everything we do. You can read more in [Our Values Document](#)

What we offer:

- Generous leave entitlement that increases with Service
- Workplace adjustments for Neurodiverse and Disabled employees
- Cycle to work scheme
- Access to Vivup employee benefits portal
- A close working relationship with the Fire Fighters Charity and SFRS Family Support Trust, including mental and physical health support for you and your family.
- Employee Networks for a variety of different communities
- Access to gym facilities and Health and Wellbeing services and advice



Group Commander: Job Description

Group Commander: Key Responsibilities

Operations Role

- Lead and manage activities to ensure a working environment that is healthy, safe and productive.
- Lead and manage the efficient and effective use of physical and financial resources to achieve the objectives of the business plan.
- Lead and manage and develop self and others with a view to improving team performance including identifying and selecting people to achieve management objectives.
- Lead and manage information, establish and maintain communications to improve service delivery.
- Plan, co-ordinate and execute projects relevant to the functional areas.
- Lead and manage, support and lead as Incident Commanders and act in other incident command support roles.
- Carry out activities to ensure continuous improvement in service delivery and support.
- Lead and manage the activities of people and resources.

Directorate Role

- Support and maintain the delivery of the Directorate Service Plan at middle management level.
- Lead and manage the activities of people and resources.
- In addition to the above will also be required to deputise in the absence of the functional Head of Function as and when required.



General Responsibilities

- The post holder shall ensure that all duties of the post are undertaken in accordance with the Equality Act 2010, the Human Rights Act 1998, the SFRS Code of Conduct, Dignity and Integrity at Work Policy and other policies designed to protect employees and service users from discrimination and harassment. It is the duty of the post holder to actively promote equalities, encourage a workplace culture of inclusivity and not to act in an unlawfully prejudicial or discriminatory manner towards employees or service users.
- To promote the health, safety and welfare of employees at work and of service users through the implementation of the Scottish Fire and Rescue Service's Health and Safety Policies in accordance with all relevant statutory requirements, leading by example.
- To protect the confidentiality at all times of SFRS, partner organisations, and all other third parties, where applicable by ensuring that reporting employees comply with the organisations IT Security Policy and procedures.

This job description is indicative of the nature and level of responsibilities associated with this role and is not intended to be exhaustive.

Click here for [Group Commander - Terms and Conditions](#)



Group Commander: Person Specification

Criteria	Essential	Desirable
Able to work effectively with a range of stakeholders to ensure achievement of organisational aims	✓	
Self-motivated with a positive, forward thinking, and solution orientated approach to problem solving	✓	
Highly self-aware with a clear understanding of own strengths and weaknesses	✓	
Able to communicate in a clear, concise and articulate way	✓	
Good knowledge and understanding of SFRS organisational aims and challenges.	✓	
Experience of leading and delivering change and improvement	✓	
Competent and substantive Station Commander with broad experience	✓	
Current Incident Command Level 2 Qualification	✓	
Current appraisal signed by Line Manager indicating 'ready for progression'	✓	
No live discipline, conduct or performance issues	✓	
Evidence of appropriate operational experience	✓	
Able to work to the Flexi Duty System	✓	
Full, valid and current UK Driving Licence	✓	
Accommodation address in the area in which allocated command duties	✓	
Group Commander portfolio or evidence of professional development through undertaking temporary GC role.		✓
Assessed to Incident Command Level 3 (ICL3)		✓



The Selection Process

Online Application:

Please complete the **online application form** and **upload a copy of your CV** and **current appraisal** signed by your line manager.

It is important that you fully evidence your experience and suitability for the role. You are advised that you may be asked to provide further supporting evidence in relation to any aspect of your application, during the interview stage of the process.

Shortlisting:

A panel will evaluate your suitability for the role by assessing your knowledge, experience and skills in relation to the criteria for the role and detailed within the Job Description. You need to be clear and specific about your skills and experience as only the most suitable applicants will be selected for interview based on the evidence provided in the application.

Interview:

The formal interview will consist of a discussion on a specific topic and an interview. This will be structured and will explore your experience, knowledge, understanding and/or opinion. Please note, travel and subsistence expenses incurred during the selection process are the responsibility of the applicant.

Post Interview Outcomes:

The SFRS reserve the right to appoint candidates following a promotion process for a period of up to 6 months from the date of the placement meeting. The promotion process will therefore remain open and will apply where there are sufficient candidates who have met the relevant criteria but have not been appointed due to a limited number of vacancies.

Offer:

If successful, you will receive one offer of a post. Placements will be based on organisational needs, considering individuals skillset, preferences and development needs. An offer of appointment may be conditional and subject to a pre-employment check such as 'unspent' criminal record (PVG certificate) and other matters to ensure that you are qualified for the appointment.

Feedback:

Feedback will be available to all candidates and will be arranged upon completion of the process.



Further Information

Disability Confident Employer:

SFRS are proud to be a Disability Confident Employer. To help us support you throughout the process, please indicate on your application form if you have a disability and/or a Specific Learning Difference (SpLD) and outline any specific requirements you would like to request during the selection process.

Corporate Parent:

As a corporate parent, we offer a Guaranteed Interview Scheme for care-experienced individuals. If a candidate meets the essential criteria for the role and discloses a care-experienced background (regardless of other factors such as age), they will automatically progress from the application stage to the interview stage of the selection process.

Diversity Monitoring Form:

The information you provide on the diversity monitoring form will be treated with the strictest confidence and will be used for monitoring and reporting purposes. It will be stored separately from your application and will not be shared with those involved in selection decisions.

Health and Wellbeing Support:

We are committed to supporting the physical and psychological wellbeing of all our employees throughout their careers with us. Mental health and wellbeing can look different for everyone, and we recognise that each person's experience is unique. That's why we offer a wide range of support services to help you maintain your health and wellbeing at work and beyond.

Further information can be found following the link below:

- [**Health and Wellbeing Signposting for SFRS Employees**](#)



Application Updates:

We are committed to keeping you informed throughout the recruitment process. All communications will be sent to the email address you provided on your application, so please ensure your contact details are up to date.

We also recommend regularly checking your inbox including your spam or junk folder to avoid missing any important updates.

Please be advised that if you have a BT email, you will need to add our contact email SFRS.PODVacancies@firescotland.gov.uk as a safe sender to ensure that you receive all communication in relation to your application. Instructions on how to do so can be found [here](#).

We hope this pack has given you a clear understanding of the recruitment process and what to expect.

Thank you for your interest in this opportunity and we would like to wish you every success.

For further information about Scottish Fire and Rescue Service please visit our website at <https://www.firescotland.gov.uk/>