










SCOTTISH FIRE AND RESCUE SERVICE

CAREERS

*WE ARE SFRS*
***YOU** ARE **SFRS***

For the Appointment of

# ASSISTANT CHIEF OFFICER

**(November 2026)**

# CONTENTS


1. Introduction 1
2. About Us 2
3. SFRS Organisational Structure 4
4. The Opportunity 6
5. What We're Looking For 7
6. Why Scotland? 12
7. Recruitment Timeline 13




# 1. INTRODUCTION

> Thank you for your interest in the role of Assistant Chief Officer with the Scottish Fire and Rescue Service (SFRS).

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As a member of our Strategic Leadership Team, the Assistant Chief Officer will play a key role in shaping the future direction of Scotland's national fire and rescue service and ensuring we continue to meet the needs of the communities we serve.

SFRS protects one of the largest geographical areas served by any fire and rescue service in the world, supporting communities from major urban centres to some of the most remote and rural parts of Scotland. We are proud of the contribution our people make every day to improving safety, building resilience and supporting communities across the country.

As Scotland continues to evolve, so too must our Service. The Assistant Chief Officer will help shape that journey, providing strategic leadership across a strategic portfolio of activity while supporting organisational transformation, innovation and continuous improvement. This is a role that combines operational credibility with executive leadership and the opportunity to influence public service delivery at a national level.

We are seeking an experienced and inspiring leader who can build confidence, develop high-performing teams and work collaboratively with employees, representative bodies, government and partners. Above all, we are looking for someone who shares our commitment to public service and to building on the culture and values that make SFRS a great organisation.

This is an opportunity to make a lasting difference for the people and communities of Scotland. I look forward to hearing from you and wish you every success with your application.

**STUART STEVENS KFSM**

Chief Officer, SFRS



# 2. ABOUT US



The Scottish Fire and Rescue Service (SFRS) was established in April 2013. Since then we have built upon the work of the legacy Services from which we were formed. We are also proud to walk in the footsteps of all the Fire Service staff who have served Scotland over the last 200 years. As we look forward, we will maintain our values and traditions while ensuring they remain relevant to Scotland's future.

SFRS has a proud history of serving communities and working with our partners to keep people and communities safe; to achieve our mission of :

> "Working Together for a Safer Scotland".

The primary statutory duties of the service remain the same. Our partners and employees continue to see a service focused on:

- Protecting our communities by working to encourage people and businesses to take action to prevent fires happening.
- Being equipped and ready to respond to emergencies.
- Delivering excellence and best value.
- Continuous Improvement.

Our strategic priorities are set out within the Fire and Rescue Framework for Scotland 2022; these represent Scottish Government's high-level ambition for a progressive, skilled and dynamic fire and rescue service.

A service which carries the shared values of our public sector; which works to combat the threats and risks of modern times; provides national consistency, coordination and specialist resource; and that holds local delivery and prevention at its heart; that has the support of local communities and that is focused on priorities which are relevant to, and serve the interests of local people.

Audit Scotland and HM Fire Service Inspectorate audit and inspect us and the services we provide. Their Memorandum of Understanding sets out their distinct powers and responsibilities and outlines how they will conduct their audits and inspections.

There are further opportunities and challenges lying ahead for the SFRS as we continue the journey of public service reform and transformation in Scotland. However, the challenges of meeting changing demand on our services within a tightening financial framework are not unique to our Service.

Our vision, set out within our SFRS Strategy 2025-28, is:

> "To be a leading, sustainable, modern and technologically advanced fire and rescue service that is fit to meet the challenges of Scotland's future."

The SFRS must evolve, not for the sake of change, but because Scotland is changing. As a Service, it is our duty to respond to those new risks brought about by change. We will do this in new and innovative ways, whilst continuing to deliver our core services. Innovation in the design and delivery of our Service, in the technology and information we use, and how we work with our partners and communities will be the key to our success.








# 3. SFRS ORGANISATIONAL STRUCTURE

## THE SFRS BOARD

The Scottish Government appoints a Chair and 11 others to serve as members of the SFRS Board. The Board provides strategic direction, support and guidance to SFRS ensuring that it operates effectively and that the Scottish Government's priorities are implemented. Board members are personally and corporately accountable for the Board's actions and decisions. They also scrutinise plans and proposals and hold the Chief Officer and Strategic Leadership Team (SLT) to account.

## STRATEGIC LEADERSHIP TEAM

The SLT is responsible for delivering the Scottish Fire and Rescue Service on behalf of the Board.



### CHIEF OFFICER

Stuart Stevens KFSM

Overall responsibility for the leadership and day-to-day management of SFRS and the effective delivery of its statutory duties.



### DEPUTY CHIEF OFFICER

Andrew Watt

Responsible for the day to day running of the operational side of the organisation.



### DEPUTY CHIEF OFFICER, CORPORATE SERVICES

Sarah O'Donnell

Leadership and strategic direction across SFRS corporate functions.



### ASSISTANT CHIEF OFFICER, OPERATIONAL DELIVERY

David Farries

Director of Operational Delivery.



### ASSISTANT CHIEF OFFICER, TRAINING, SAFETY, WELLBEING AND ASSURANCE

Craig McGoldrick

Responsibility for ensuring that we can provide a safe and effective operational response to emergencies when they occur.



### ASSISTANT CHIEF OFFICER, PREVENTION

Jon Henderson

Responsible for the identification of risk, the delivery of activities to prevent fires and incidents and for the protection of people within workplaces and public buildings.



### DIRECTOR OF GOVERNANCE, STRATEGY AND CHANGE

Mark McAteer

Strategic planning, performance, communications and engagement, change, and corporate business support.



### DIRECTOR OF FINANCE, DIGITAL AND INFRASTRUCTURE

James Wallace

Finance, procurement, digital services, infrastructure, asset management, and environmental sustainability.



### DIRECTOR OF PEOPLE, COMMUNICATIONS AND ENGAGEMENT

Penny McIntyre

Leadership of the People, Communications and Engagement directorate.

## THE SENIOR MANAGEMENT BOARD (SMB)

The SMB reports directly to the SLT and comprises Heads of Function responsible for the strategic leadership, development and delivery of services across the Service's directorates.

SFRS delivers its services through six directorates:

- Operational Delivery
- Prevention
- Training, Safety, Wellbeing and Assurance
- People, Communications and Engagement
- Finance, Digital and Infrastructure
- Governance, Strategy and Change

# 4. THE OPPORTUNITY

> The Assistant Chief Officer is a member of the Strategic Leadership Team and provides visible and influential executive leadership across SFRS.

Working with the Chief Officer and Strategic Leadership Team colleagues, the postholder will help shape the strategic direction of the Service and ensure its effective delivery.

The successful candidate will join SFRS at a time when transformation, continuous improvement and sustainable public-service delivery are central to its future. They will help ensure that services remain safe, sustainable, effective and responsive to changing community needs, while maintaining high standards of operational assurance and corporate governance.



### NATIONAL INFLUENCE

Shape strategic decision-making at the highest level.



### SERVICE DELIVERY

Lead prevention, protection, intervention and response across Scotland.



### OPERATIONAL COMMAND

Undertake senior command responsibilities during major incidents and national resilience events.



### TRANSFORMATION

Lead improvement, innovation and sustainable organisational change.



### PEOPLE AND CULTURE

Develop senior teams and build organisational capability.



### PARTNERSHIP

Build confidence with the Board, government, partners, employees and communities.

# 5. WHAT WE'RE LOOKING FOR

We are looking for an experienced, credible and influential Fire and Rescue Service leader with the strategic leadership, operational command and organisational capability required for a role of this scale.

## ROLE OVERVIEW

Assistant Chief Officers report to the Deputy Chief Officer as a functional Director.

Post holders provide strategic leadership and support the Chief Officer in providing overall coordination of the Service, including change management, development of best practice, organisational strategy, effective employee relations and exploring opportunities for joint working with partners to ensure efficiency, effectiveness and statutory compliance.

Working collectively with Strategic Leadership Team (SLT) colleagues, the postholder will drive delivery of the SFRS Strategy and lead the transformation and continuous improvement across SFRS within a challenging financial and public-service environment. They will ensure services remain safe, sustainable, effective and responsive to current and future community needs, while fulfilling statutory responsibilities and maintaining high standards of operational assurance and corporate governance.

The postholder will make a significant corporate contribution to the leadership and performance of SFRS as a whole and, as a Brigade Manager, will undertake senior operational command responsibilities

## KEY ACCOUNTABILITIES

### 1. STRATEGIC AND CORPORATE LEADERSHIP

- Work with the Deputy Chief Officer and Strategic Leadership Team to shape and deliver the strategic direction agreed by the SFRS Board.
- Translate the SFRS Long-Term Vision and Strategy into clear priorities as a functional Director, leading the reporting functions and teams.
- To provide sound specialist advice and information to the SLT and Board of SFRS on all professional areas of the post's remit.
- To provide the management lead on deployment of functional resources and the setting of objectives and priorities.

## 2. SAFE AND EFFECTIVE SERVICE DELIVERY

- Work with the Senior Leadership Team and SFRS Board to drive forward the delivery of national outcomes and priorities set out in the Fire and Rescue Framework, whilst retaining the focus on local engagement.
- To ensure that SFRS objectives are converted into strategy and actions and to be accountable for their delivery;
- Champion a positive safety culture and provide effective leadership of health, safety and wellbeing, supported by operational learning and assurance.
- To provide regular and specialist reports to the Deputy Chief Officer and SLT, the Chief Officer and the Board to enable the identification of developing trends and to assist effective decision making.
- To ensure effective collaboration with the Board, SLT and other functions in the delivery of the Directorate's services.

## 3. OPERATIONAL COMMAND, RESILIENCE AND ASSURANCE

- Provide strategic leadership at large scale incidents and within a multi-agency setting.
- Act as a commanding Principal Officer within a multi-agency Gold Command environment and as duty Principal Officer in accordance with SFRS policy.
- Provide strategic leadership and professional advice during major incidents and national resilience events
- Maintain effective arrangements for operational preparedness and organisational resilience, including emergency planning and business continuity within the postholder's remit.
- Ensure operational performance is monitored and improved through effective assurance and organisational learning.
- Maintain the professional and operational competence required for the role through continuing professional development.

## 4. TRANSFORMATION, IMPROVEMENT AND INNOVATION

- Drive the transformation and continuous improvement of SFRS, ensuring that change improves performance and outcomes for communities.
- Provide executive sponsorship for significant transformation programmes, with clear accountability and effective governance.
- Provide visible leadership and vision during ongoing public service reform and organisational change.
- Champion innovation in service design and make effective use of technology and data to support decisions and improve performance.
- Support the Board and SLT in scanning the organisation's horizons and in developing innovative solutions and policies to deal with emerging issues and developments
- Encourage constructive challenge and use learning to improve the organisation.

## 5. GOVERNANCE, RESOURCES AND PERFORMANCE

- Lead on the development of SFRS as an effective national organisation which delivers Best Value through the design, development and delivery of all necessary policies, supporting procedures and practices within the post's remit.
- Act within a stringent corporate governance framework maintaining the highest standards of conduct appropriate at this level of the organisation.
- Ensure that the financial resources of the post holders' responsibilities are managed effectively and efficiently within the financial rules of the Service through the setting of objectives and priorities.
- In conjunction with the Chief Officer ensure budget allocations meet actual and anticipated resource demand.
- To enable the appraisal of performance individually and collectively within the Directorate's remit and ensure the implementation of corrective action where necessary.
- Use performance and assurance information to support decision-making, scrutiny and improvement.
- Ensure reporting functions contribute effectively to the wider SFRS planning framework

## 6. PEOPLE, CULTURE AND CAPABILITY

- Provide visible and inclusive leadership, creating a culture in which employees can contribute and perform at their best.
- Champion and provide an environment of equality, fairness, dignity and trust by implementing good practice Dignity and Integrity at Work strategies and ensuring these principles are adhered to in all areas of work, including partnership working.
- Engage meaningfully with employees and support a positive learning environment.
- Build constructive relationships with representative bodies and work collaboratively on consultation and employee relations.
- Build on SFRS culture and values through visible, inclusive and values-led leadership

## 7. PARTNERSHIPS, COMMUNITIES AND EXTERNAL INFLUENCE

- Build credible relationships with the SFRS Board, Scottish Government, local authorities, representative bodies and key partners.
- Represent SFRS at relevant local and national forums and, where appropriate, internationally.
- Develop partnerships that improve community safety and support SFRS priorities.
- Ensure communities and stakeholders can inform the planning and development of services.
- Communicate clearly and with authority in high-profile and politically sensitive settings.
- To undertake any other duties commensurate with the strategic nature and level of the post as may be required from time to time.

# ESSENTIAL CRITERIA

| AREA | ESSENTIAL REQUIREMENT |
|---|---|
| **Strategic Command** | Qualified at Fire and Rescue Service Gold Command level and recent evidence of strategic command in complex operational and multi-agency environments. |
| **Fire and Rescue Service Leadership** | Competent Area Commander or above with experience at a strategic leadership level within a UK Public Fire & Rescue Service or equivalency. |
| **Qualifications and Professional Development** | A relevant professional qualification at SCQF Level 11, or an equivalent level of learning and professional attainment, or demonstrable experiential equivalency. |
| **Strategy, Performance and Improvement** | A successful track record at a strategic leadership level in the formulation and delivery of corporate objectives, policies and strategies within a Fire and Rescue Service. |
| **Transformation and Programme Leadership** | A successful track record of contributing to or leading organisational change demonstrating management of complex change projects. |
| **Governance and Stewardship** | Demonstrable experience, skills and aptitude to lead, direct and manage the operations of the Fire and Rescue Service to ensure it provides high quality, efficient and flexible services alongside corporate governance, financial and resource management, strategic planning and risk management. |
| **Board, Political and Stakeholder Influence** | A successful track record of influencing, giving professional advice to and building effective and productive working relationships with senior leaders, Government, Board members and other external partners. |
| **People and Organisational Leadership** | Experience of visible, influential and values-led leadership, including leading and motivating high-performing teams, building organisational capability and making a significant corporate contribution across an organisation. |
| **Driving requirement** | Full, current and valid Driving Licence. |

## EMPLOYMENT AND OPERATIONAL REQUIREMENTS

- The role is politically restricted because of its senior advisory, decision-making, representative and media-facing responsibilities.
- The post is subject to the National Joint Council for Brigade Managers' Scheme of Conditions of Service. The postholder will be required to operate in accordance with the Brigade Manager role map.
- The postholder will participate in the duty Principal Officer arrangements and undertake the operational command responsibilities associated with the role.

## CORPORATE RESPONSIBILITIES

- Undertake all duties in accordance with relevant legislation, the SFRS Code of Conduct and SFRS policies, actively promoting equality, inclusion, dignity and respect.
- Promote the health, safety and wellbeing of employees and service users, leading by example and ensuring compliance with relevant statutory and SFRS requirements.
- Protect confidential, personal and organisational information and comply with SFRS information governance, data protection, cyber security and records-management requirements.

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* This job description describes the nature and level of responsibility associated with the role. It is not intended to be exhaustive. Responsibilities may evolve in line with the continued development of SFRS, following appropriate consultation with the postholder.

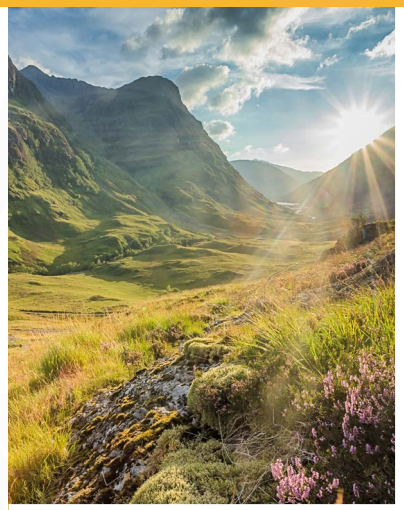
# 6. WHY SCOTLAND?

> Following the inception of the first municipal fire service by James Braidwood over 200 years ago, the Scottish Fire Service continues to serve the communities of Scotland. From major urban centres to remote rural and island communities the opportunities SFRS can provide its staff are rarely found anywhere else within the United Kingdom.

As well as an attractive renumeration package aligned to national Brigade Manager arrangements, generous annual leave entitlement, a provided car, contribution within the relevant Scottish Firefighters' Pension Scheme and support with relocation assistance, Scotland can offer the following;

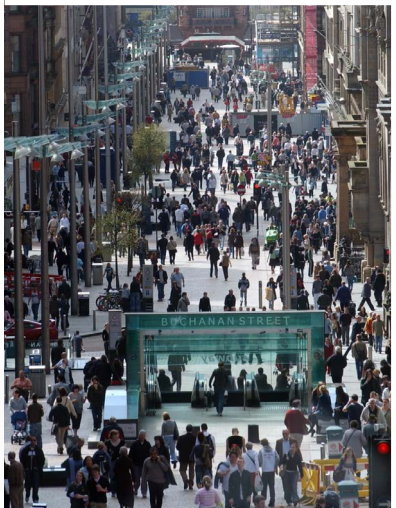
- **Health & Wellbeing** – Scotland offers some outstanding scenery and outdoor activities often within an easy drive of towns and cities.
- **High quality education systems** – Scotland has a major potential financial advantage for families thinking about their children's future
- **Different Family lifestyle** – Scotland can offer a balance between accessible towns, community life and nearby green space which is ideal for spending time together as a family.

Scotland's people are at the heart of our nation. Their diverse backgrounds, experiences and cultures combine to create a modern, welcoming and vibrant country in which to live and work. Whether seeking professional challenge, personal fulfilment or an exceptional place to call home, **Scotland offers opportunities without limits**.










# 7. RECRUITMENT TIMELINE

## HOW TO APPLY

***24 NOVEMBER 2026 – APPLICATIONS OPENS***

Full details of the qualifications, experience and essential requirements for the role are contained within the Assistant Chief Officer Job Description.

Applications should be submitted through **myjobscotland** and must include:

- A completed application form
- A current curriculum vitae

***13 DECEMBER 2026 – APPLICATIONS CLOSES***

**OUR RECRUITMENT PROCESS** has been designed to provide a fair, robust and evidence-based assessment of the experience, leadership capability and operational credibility required for the role of Deputy Chief Officer.

***WEEK OF 14 DECEMBER 2026 – SHORTLIST AND INVITATIONS***

Shortlisted candidates will be invited to a selection centre with further briefings provided on preparatory themes.

***PRIOR TO THE SELECTION CENTRE – PRESENTATION QUESTION FOR PANEL INTERVIEW***

***20 – 22 JANUARY 2027 – THE SELECTION CENTRE***

**THE SELECTION CENTRE** will take place at SFRS Headquarters, Cambuslang on 23th and 25th November 2026. Candidates will be invited to attend on one of these dates.

This will include:

- Stakeholder engagement exercise
- Incident Command, multi-agency and media observation
- Formal interview

***25 JANUARY 2027 – CANDIDATE OUTCOMES***

***WEEK OF 25 JANAUARY 2027 – CONDITIONAL OFFER***

***5 APRIL 2027 – START DATE***

CAREERS

*WE ARE SFRS*
***YOU** ARE **SFRS***

This is an opportunity to influence the future direction of Scotland's national fire and rescue service and make a lasting difference for communities across Scotland.

If you are ready to bring your experience, leadership and ambition to SFRS, we look forward to receiving your application through **myjobscotland**.

For an informal discussion regarding the role, please refer to the contact details provided within the advertisement.

## FIRESCOTLAND.GOV.UK

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