

**APPOINTMENT OF FIRE CHIEFS****Preamble**

The position of Fire Chief has a significant responsibility for the safe and effective delivery of fire services. Rising standards for equipment, ~~and~~ training, growing risk management concerns, stricter occupational health and safety regulations, and an increased potential for liability are some factors that identify the importance for the CSRD to appoint the most qualified candidate available for the position of Fire Chief in each respective CSRD fire department.

~~Input from fire department officers and members is important in the selection of a Fire Chief, as well as the candidate's level of training, education, experience, leadership and communication skills, availability, and other factors.~~

**Policy**

Fire Chiefs will be appointed for a three year term. The ~~CSRD Fire Services Coordinator~~ will ~~post the~~ **ensure** the Fire Chief position **is posted** at the respective fire hall at least ~~six~~ **three** months prior to expiration of the current term or upon a vacancy in the position. The process for appointing a Fire Chief will be as follows:

- Members ~~s~~ will submit an application to the Regional District for the position of Fire Chief by the deadline date.
- ~~Applications will be considered by the Fire Services Coordinator and his/her manager(s).~~
- A CSRD staff evaluation team will meet **and interview** ~~with~~ each applicant.
- The evaluation team may ~~will~~ survey the officers and selected members of fire department(s) in order to gather more information on the candidate(s).
- The criteria for the selection of members for the position of Fire Chief will be as follows **(not listed in order of importance)**:
  - Accomplished training ~~(Proficiency Criteria and Honorarium Review, Dave Mitchell & Associates Report 2011 will be used as a benchmark)~~;
  - Commitment to further training;
  - Experience within the fire department and fire services;
  - Professional experience;
  - Volunteer experience;
  - Education;
  - Leadership skills;
  - Communication skills;
  - Availability; and
  - Compatibility with members.

CSRD staff will recommend the preferred candidate to the ~~CSRD Board~~ **Chief Administrative Officer** for approval and appointment.

**The Chief Administrative Officer has the authority to rescind the appointment of a fire chief at any time.**

AUGUST 2013  
OCTOBER 19, 2017