



Purpose of the Position

The Brigade Training Officer forms part of a Brigade's Executive team. This position is responsible for ensuring members are effectively trained in both fire operations and the workings of the brigade; of changes to operational procedures/SOPs/Service Standards and promotion of members through the NSW RFS training courses.

Key Selection Criteria:

- Must be at least 18 years of age
- Must have undergone a Criminal History Check
- Must be a member of the NSW Rural Fire Service
- Must have sufficient knowledge of the NSW RFS, the brigade structure and relevant service standards in order to correctly address or direct enquiries
- Must be willing to support and uphold the NSW RFS values of;
 - Support, Friendship, Camaraderie;
 - Community and Environment;
 - One Team, Many Players, One Purpose;
 - Adaptability and Resourcefulness; Knowledge and Learning;
 - Mutual Respect; Integrity and Trust.
- Should be a Deputy Captain
- Should have completed Workplace Trainer module of the Certificate 4 in Workplace Training

Key Attributes:

- Be a good communicator
- Have a good working knowledge of brigade and service equipment
- Well organised and the ability to structure training to multi-level groups
- Ability and willingness to keep abreast of changes to SOPs/Standards/Operating Procedures
- Ability to work within a team environment and adapt training to suit individual's needs
- Ability to organise and maintain a cohesive and adaptive annual program to suit Brigade needs.



Duties:

- Organising training including;
 - Monthly Brigade training
 - Monthly Juniors training
 - Members for courses
- Maintain training records including records on Attendance, Currency and Compliance
- Ensuring members are correctly qualified and prepared for RFS courses
- Liaising with the Captain on suitable candidates for courses and further training
- Maintain safe and inclusive training environment
- Ensuring equipment is returned and in deployable condition at the end of training
- Reporting any equipment damage incurred during training to the Equipment Officer or Captain
- Report to executive on training program, successes and issues forthcoming.