



## **FIRE CHIEF**

The Chief of Emergency Services is responsible for the following:

- Prepare the departmental budget and exercise control of the budget
- Arrange for the Provision of new firestations and training facilities
- Provide liaison with the local fire fighters association
- Carry out the general administration duties of the Department
- Provide liaison with the County Fire Coordinator
- Assist the County Fire Coordinator in the preparation of a County Emergency Fire Service Plan
- Maintain training records
- Overseeing the provisions of fire training and prevention
- Prepare Municipal Emergency Plan
- Liaison with public for prevention and public education