

Job Description

Post Title:	<u>Fire Care Advisor</u>		
Directorate:	<u>Safer Communities</u>		
Department:	Safeguarding		
Location:	<u>Various</u>		
Grade:	D	Date:	September 2026

Responsible To:	<u>Safeguarding Team Leader</u>
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Liaison With:	<u>Other relevant agencies to facilitate suitable intervention for referred clients.</u>
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Purpose of Job:

To deliver an appropriate intervention programme designed to deter young people from fire setting.

Main Activities, Duties and Responsibilities:

1. To plan and programme the intervention to be delivered.
2. To deliver suitable intervention programmes on behalf of the Fire Service and, where appropriate, deliver such programmes in association with representatives of other agencies.
3. To complete necessary reports and documentation associated with referred cases within 72 hours of contact.
4. To attend multi-agency case meetings as necessary.
5. To review and evaluate intervention outcomes in relation to individual case referrals.
6. To engage in continuous professional development and attend appropriate training courses as required.
7. To ensure the security and confidentiality of information received.
8. To be responsible for own time management and record keeping.
9. To ensure that all tasks associated with this post are carried out to clearly reflect Leicestershire Fire and Rescue Service's safeguarding policies and procedures.

Other

10. To carry out all tasks associated with this post in accordance with Leicestershire Fire and Rescue Service's Equality and Diversity Policies.
11. To maintain compliance with Leicestershire Fire and Rescue Service's Health and Safety Policies.
12. To carry out such duties as may from time to time, be agreed and directed by the CFRO which are commensurate with the grading of this post.

Special Features

To promote, uphold and act in accordance with the Service values:

- ✓ Professional – competent, reliable, respectful
- ✓ Positive – constructive, confident, enthusiastic
- ✓ Honest – truthful, trustworthy, fair

This job description represents a statement of the duties of the post but does not include all minor duties. It is inevitable that over time the nature of an individual job will change and existing duties may be lost or others gained without changing the general character of the duties or the level of responsibility entailed. As a result, the Authority will expect this job description to be subject to revision.

Signature of Post holder _____ **Date** _____

Additional Information for Job Evaluation

Budget Directly Responsible For:	None
Budget Indirectly Responsible For:	None
Number of employees Responsible For:	None
Qualifications and Experience Required:	None