

Job Description

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| Post Title: | Community Safety Educator | | |
| Directorate: | Service Support | | |
| Department: | Community Safety | | |
| Location: | Various across the county | | |
| Grade: | E | Date: | Jan 2024 |

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| Responsible To: | Community Safety Team Leader |
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| Liaison With: | Community Safety Educators, internal functional groups, fire and rescue stations, external organisations |
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Purpose of Job:

Assist and deliver the Service's community safety programmes: Home Safety Checks, Schools Presentations, fire safety talks, events and assist with Vulnerable persons and safeguarding case management.

Main Activities, Duties and Responsibilities:

1. Engage with individual families and work to resolve identified risks in the home, fit appropriate control measures as necessary.
2. Deliver Community Safety presentations to targeted groups.
3. Assist and contribute to development of relevant community safety presentations.
4. Awareness and recognition of basic fire safety legislation for application to remove or reduce the identifiable risk.
5. Foster relationships with groups and teams within the Service to support networks and corporate objectives.
6. To deploy personal qualities and attributes to effectively engage with targeted groups and the diverse communities within the Service area.
7. To work flexibly, including out of normal business hours and weekends. Following a planned or pre-arranged work roster.
8. Complete records and administration in support of the role.
9. Assisting in the evaluation and quality control of Service community safety programmes, initiatives and events
10. Assist in the development of projects as required by the organisation.
11. Clean and maintain service equipment and vehicles to agreed standards

Other

12. To carry out all tasks associated with this post in accordance with Leicestershire Fire and Rescue Service's Equality and Diversity Policies.
13. To maintain compliance with Leicestershire Fire and Rescue Service's Health and Safety Policies.
14. 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

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| Budget Directly Responsible For: | |
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| Budget Indirectly Responsible For: | |
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| Number of employees Responsible For: | |
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| Qualifications and Experience Required: | |
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