CITY OF WEYBURN
CAREER OPPORTUNITY

Temporary Full Time Term - Deputy Fire Chief, Prevention and Training

Date: November 10, 2026
Job #: 6346942
Location: City of Weyburn – Fire Hall

Explore a rewarding career opportunity in Weyburn, a thriving prairie city in southeast Saskatchewan. As a multifaceted organization, the City of Weyburn is committed to being an engaged and diverse employer that plays a crucial role in shaping the vibrant fabric of our community. With a vision of "A Community for All" and a mission focused on "Growing Through Opportunity," join our dynamic team dedicated to upholding values of service, accountability, integrity and respect. Be part of approximately 195 employees (increasing to over 250 in summer) making a positive impact.
Under the general supervision of the Acting Fire Chief, the incumbent is responsible for day-to-day operations, readiness, and decision-making regarding compliance to policy, legislation, and standards. The Deputy Fire Chief serves as an alternate to the Acting Fire Chief in situations where the Acting Fire Chief is absent. The incumbent will organize, coordinate, and evaluate programs and staff as well as oversee training of brigade and staff members.

Operational Responsibilities:

- Coordinate personnel, apparatus, equipment, and property of the department in emergency situations.
- Implement and review the Cities Emergency Management Plan, including: scene evaluation, strategy and tactics, emergency personnel coordination, and resources to effectively and efficiently reach safe conclusion.
- Ensure implementation of training for firefighting personnel in methods of firefighting, rescue, and use of equipment for emergency response.
- Respond to emergency calls such as: structure fire, wild land fire, MVC, dangerous goods, tactical/rescue, medicals, and other requests for services.
- Ensure maintenance and readiness of the City of Weyburn apparatus and facilities.
- Promote fire prevention and life safety education in the region through inspections, public appearances, and public information education.
- Fire Inspection and investigation, enforcing compliance with related bylaws, codes and regulations, overseeing public information activities to promote fire safety and manage all fire training and professional development.
- Administer Disaster Services program, including: training, mock disasters, and maintenance of Municipal Emergency Plan.
- Work with Building, Planning and Bylaw departments to meet the Fire Code and needs of the City, such as but not limited to site inspections, reviewing building plans, development proposals, bylaw infractions etc.
- Act as “On Call” Chief Officer for emergency incidents after hours and alternating weekends.
- Ensure enforcement of City fire prevention bylaws and National Fire and Building codes

Administrative Responsibilities:

- Track trends and anticipate issues that impact emergency services; prepare policy and recommendations for Senior Management and Councils.
- Monitor KPI’s and reporting on relevant to areas of responsibility.
- Manage correspondence, reports and other materials for the department as required.
- Annually review and update bylaws and department service fees as required.
- Recommend adjustments to annual public and life & safety education programs.
- Continually review, update and create Standard Operating Procedures.

Supervisory/Leadership Responsibilities:

- Train and orientate employees on standard operating guidelines, policies, and procedures.

- Plan, coordinate and facilitate regular training sessions for Volunteer Fire Fighters and Career Fire Fighters ensuring compliance with legislation, NFPA standards and dept curriculum.
- Provide leadership in emergency response situations.
- Identify and advance entrepreneurial and partnering opportunities.
- Develop and align departmental plans, initiatives, measures, and targets with corporate strategy; monitor progress toward achieving priorities with sustainable results.
- Develop system for emergency scene command, including scene evaluation, strategy and tactics, emergency personnel coordination.
- Ensure compliance to all safety standards under the Occupational Health and Safety Legislation, City of Weyburn Fire Department policies and procedures, and SOGs.
- Manage preparation and development of firefighting plans and procedures, standard operating guidelines and departmental policies.

Qualifications:

- Graduation from a recognized University in Public Administration, Public Safety Administration or related field.
- Fire College graduate at an advanced level.
- Certificate/diploma in Fire Services, Fire Sciences or Emergency Services Management preferred.
- Valid Standard First Aid Certificate with CPR.
- Must hold a Class 3 drivers with 'A' endorsement and provide a drivers abstract.
- Courses and Certifications in the following areas are considered assets:

- Firefighter NFPA 1001 Level II
- NFPA 472 Awareness and Operations (Technician and Incident Commander preferred)
- NFPA 1002 Pump and Aerial
- NFPA 1041 level II Instructor
- NFPA 1521 Incident Safety Officer
- NFPA 1403 Live Fire Training
- NFPA 1031 Fire Inspector
- NFPA 1033 Fire Investigator
- ICS certification to 400 Level
- Accounting courses

Education:

- Five (5) years in operations of fire and rescue services.
- Five (5) years in supervisory and leadership capacity within Municipal fire service.

Additional Information:

- **Job Status** – 2.5 Month Temporary Term - Full-Time
  - November 30, 2026 – February 19, 2027
- Monday – Friday – 8 Hour Shifts
- **OOS Grid** – Competitive
- **On-Call** - 50% on-call outside regular hours

To Apply: Mike Wock – Acting Fire Chief mwock@weyburn.ca. This posting is available to internal applicants until November 16, 2026 @ 4:00pm