

Essential Functions for a BAS in Fire and Emergency Services Administration

- Apply the Incident Command System (ICS) to effectively manage emergency scenes, ensuring clear leadership, accountability, and coordination.
- Conduct hazard assessments and implement risk reduction strategies to enhance community safety and operational preparedness.
- Develop, implement, and evaluate departmental policies and standard operating procedures in compliance with regulatory standards.
- Supervise, mentor, and evaluate personnel to promote professional development, teamwork, and a strong safety culture.
- Manage budgets, resources, and equipment to ensure efficient and effective emergency service delivery.
- Design and deliver fire prevention and community risk reduction programs to minimize incidents and increase public awareness.
- Analyze incident data and performance metrics to support informed decision-making and continuous improvement.
- Develop and maintain emergency operations plans while coordinating training exercises with partner agencies.
- Ensure legal and ethical compliance by maintaining accurate documentation and adhering to applicable laws and standards.
- Communicate effectively with the public, media, and partner organizations while demonstrating strong leadership in high-pressure situations.