

Primary purpose of the role

The Unit Commander is responsible for stewardship and leadership of volunteers and management of organisational functional requirements within the Unit.

Based on the scalability of operations the role may form part of the Incident Management Team

Key responsibilities/duties

- Lead, command and manage response activities related to flood/storm/tsunami incidents in accordance with service doctrine.
- Maintain and build operational capability and capacity within their community through the development and implementation of effective recruitment and retention strategies
- Contribute to the building of effective community engagement strategies
- Provide leadership and guidance modelling behaviours that aligned to Code of Conduct and values support of volunteers in a unit and be required to lead minor grievances, complaints and interpersonal issues and appropriate escalation where necessary
- Ensure the management of effective administrative and financial activities of the Unit in collaboration with Zone Management Team to ensure adherence to organisational policies, procedures and legislation
- Oversee a range of assets including fleet, equipment and buildings to ensure safe, efficient and effective operations
- Develop and maintain relevant internal and external key stakeholder relationships
- Contribute as required to the development of Local Emergency Management Plans
- Understand the local hazard and risk within Unit area and maintain an appropriate level of membership to manage that risk using affect recruitment and retention strategies.
- Working in a cluster model within a broader Zone to ensure a level of operational capability, resourcing and operational readiness



Role dimensions

Decision making

The Unit Commander operates within legislative requirements including the SES Act 1989 and SERM Act 1989, NSW SES objectives, policies and standard operating procedures. The role exercises autonomy in operational and day to day decision making and ensures the efficient utilisation of resources including activities and performance of volunteers in the Unit.

The role defers to the Zone on issues and decisions that will significantly impact or disrupt service delivery or issues requiring a higher delegated authority including expenditure approval, local risk and issues of a politically sensitive nature.

Reports to

Local Commander

Direct reports

Deputy Unit Commander

Unit Members

Budget/Expenditure

As per financial delegations instrument

Role requirements

- Understanding of NSW SES policies and procedures
- Understanding of working in a volunteer environment
- An understanding of incident management in line with AIIMS doctrine.
- Qualifications as proscribed by NSW SES Rank and Insignia requirements.

Appointment Period

- 2 years with possible reappointment

