



Gwasanaeth Tân ac Achub
Canolbarth a Gorllewin Cymru

Mid and West Wales
Fire and Rescue Service

JOB APPLICATION PACK

mawwfire.gov.uk



Introduction

Dear Applicant,

Thank you for your interest in joining Mid and West Wales Fire and Rescue Service.

My vision is for our Service '*To deliver the best possible service for the communities of Mid and West Wales.*' Whilst we have a proud track record of achievement, we know that there is always room for improvement.

When people think of a career in the Fire and Rescue Service, they tend to think of Firefighters responding to emergency incidents, but it's not just Firefighters who make mid and west Wales a safer place.

Behind the operational scene, the Service has a large range of other posts within different departments which are either office based or in our workshops, and we employee people in professional, technical, and administrative roles.

Without corporate support functions in place to provide the systems, processes and technology, the Service would not be able to deliver the best possible service to our communities.

If you're looking for a career with variety, a challenge, and opportunities for progression, along with all the benefits you'd expect from a key public service organisation, then why not consider joining us in one of our specialist or administrative support functions.

Thank you and good luck



Roger Thomas
Chief Fire Officer, *Head of Paid Service*



EIN GWELEDIGAETH

I ddarparu'r Gwasanaeth gorau posibl i gymunedau canolbarth a gorllewin Cymru.

OUR VISION

To deliver the best possible service for the communities of mid and west Wales.

#eichgtacgc

#yourmawwfrs



BEHAVIOURS

- ✓ Be Accountable
- ✓ Be Respectful
- ✓ Demonstrate Integrity
- ✓ Be Impartial
- ✓ Be Ethical

ENABLERS



Our people



Leadership and Management:
Governance, decision making
and continuous improvement



Financial
Resilience



Corporate Social
Responsibility

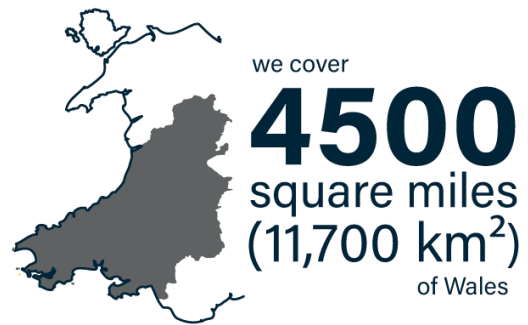


Digital and Information
Communications
Technologies Strategy



Partnerships and
Collaboration

About the Service



The Service was created in 1996 by the Local Government (Wales) Act 1994, following the merger of Dyfed, Powys and West Glamorgan Fire Brigades. Mid and West Wales Fire and Rescue Service covers the following County Council areas:



Cyn gor Castell-ne dd Port Talbot
Neath Port Talbot Council



Cyn gor Sir Gâr
Carmarthenshire
County Council



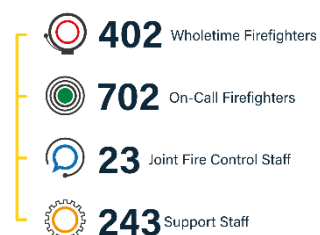
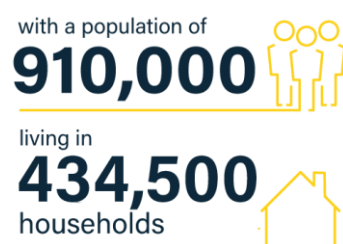
Powys

The Service makes up almost two-thirds of Wales, covering a predominantly rural area of 11,700 km² (4,500 square miles), with 650km of coastline. With its Headquarters in Carmarthen, the Service employs 1300 staff, with a little over a 1100 of those based in one of 58 stations spread across three Divisions. The Service has the third highest population sparsity in England and Wales and there are 900,000 people that live within our Service area. This number increases to over 2 million as a result of tourism through the summer months.

It is the third geographically largest Fire and Rescue Service in the United Kingdom, behind the Scottish and Northern Ireland Fire and Rescue Services. This in itself presents a range of different challenges.

There are a variety of risks found within the Service area, ranging from the petrochemical industries in Milford Haven, to the risks associated with heavily populated areas such as Swansea and Neath Port Talbot. There is also a large farming community and many other light industries throughout the area.

These, together with an extensive coastline and inland waterways, form some of the specialised risks found within the Service.





Benefits

Working for the Service opens the door to a whole portfolio of benefits which can enhance your lifestyle both now and into the future.



Competitive rates of pay -
recently reviewed to ensure fairness across all roles; with annual increments to the top of your salary band, as you build knowledge and experience.



Local Government Pension scheme -
A generous pension scheme, with the Service making a substantial contribution (currently 15.2%) to funding your retirement, as well as the option to increase your benefits by purchasing additional pension or investing in Additional Voluntary Contributions (AVC).



Generous Annual leave -
26 Days plus bank holidays, going up to 33 days after 5 years employment.



Flexi Scheme -
Opportunity to flex your working hours to help accommodate life outside of work.



Free on-site parking



Cycle to Work



Staff Discount scheme



Health and Wellbeing

- Access to Blue Light Card discount scheme
- Car Leasing Salary Sacrifice scheme
- Let's Connect IT equipment loan scheme
- Subsidised canteen facilities
- Sports and Social Club
- Firefighters Charity



A Working Environment Shaped by our Values

Committed to Equality and Diversity -

Equality, diversity and inclusion is at the heart of what we do as a Service and are values which sit at the core of our organisational processes, practices and culture.

As a service, we are committed to identifying, understanding, and eliminating all barriers that prevent access to services, information, and employment.

The Service currently has a small number of internal employee networks / forums in place, which play an active role in:

- Championing issues for employees;
- Contributing to the organisation's diversity and inclusion agenda;
- Advising on policy development;
- Improving the work environment for employees



Committed to reducing our Environmental Impact

We recognise that our operations have an effect on the global and local environment and are committed to minimising adverse environmental impacts within financial, operational and resource constraints.

In our race to Net Zero Carbon Status by 2030, the Service has set itself targets that align with the Welsh Government route map for decarbonisation across the Welsh public sector.

The Service has achieved Level 5 Green Dragon Environmental Standard accreditation for the 8th year in a row.

#CARBONZERO30



Job Profile

Salary: £32,061 - £33,699

ABOUT THIS JOB

This role will be based at Aberystwyth Fire Station, and a full driving license is essential.

Job Objective: To develop, co-ordinate and deliver service youth intervention projects throughout the Mid and West Wales service area to provide behavioural change and reduction in anti-social behaviour.

The Person

You will hold an appropriate qualification which will include NVQ Level 3 / Diploma or equivalent, good understanding of youth development schemes and or practices and be able to speak and engage effectively in front of an audience. You will be expected to have excellent communication skills, both written and verbal and can adapt your delivery style to suit the needs of the audience. Classroom management skills are essential, as is an excellent grasp of software packages such as Microsoft Outlook, PowerPoint and Word and a willingness to develop your IT skills further through training and development opportunities. We are looking for a reliable youth practitioner with excellent timekeeping, and the capability to manage own workload and prioritize tasks. Working within the community safety department you will be expected to demonstrate the services core values of integrity, trustworthiness, promote cultural inclusion and have self-awareness of your own impact on others.

You will be a creative thinker, willing to explore new ideas on how best to create and deliver high quality resources for young people. You will understand the importance of delivering youth schemes using trauma informed practices.

You will pay attention to detail, be organized and can complete tasks within set timescales. You will take a proactive approach to increasing your skills and knowledge by showing a commitment to CDP and will keep abreast of MAWWFRS's organisational aims and objectives, and any developments to youth initiatives and relevant governmental legislation.



Job Description

TITLE OF POST:	Youth Practitioner
RANK/ROLE:	Grade 6
POST REFERENCE:	
LOCATION:	Community Risk Reduction
RESPONSIBLE TO:	Divisional Crew Manager
MAIN PURPOSE OF JOB:	To develop, co-ordinate and deliver service youth intervention projects throughout the Mid and West Wales service area to provide behavioural change and reduction in anti-social behaviour.



SCHEDULE OF RESPONSIBILITIES

RESPONSIBLE TO

1. To develop, co-ordinate and deliver service youth interventions to children and young people, including Reflect and Phoenix project.	Divisional Crew Manager
2. To liaise with divisional teams on a monthly basis to identify youth issues within their area.	Divisional Crew Manager
3. Supervise children and young people when delivering youth interventions through classroom based and practical delivery on the drill yard.	Divisional Crew Manager
4. Create evaluations and quarterly reports for agencies and Community safety managers.	Divisional Crew Manager Youth Lead Manager
5. To develop new educational resource packs in review with service evaluation. Ensure that all information is up to date and correct as provided by external agencies/companies. Ensure that all information is correctly recorded on ICT systems	Youth Lead Manager. Divisional Crew Manager
6. To provide regular progress updates at divisional team and Youth practitioner meetings.	Divisional Crew Manager Youth Lead Manager
7. Support service, departmental and partnership events by attending meetings and events when necessary.	Divisional Crew Manager / Watch Manager / Station Manager
8. To assist and deliver school holiday youth inclusion activities. Working with partner agencies on their planned events	Divisional Crew Manager
9. Identify appropriate target groups by communicating with external agency workers, with support of line manager.	Divisional Crew Manager



10. To be prepared to work flexible/unsociable working hours. This could involve working weekends, evenings, and bank holidays, for which either time back or agreed payment will be made.	Divisional Station Manager
11. Commit to safeguarding and promoting the welfare of children, young people and the wider community by reporting concerns to services safeguarding officer and/or safeguarding team.	Divisional Station Manager
12. Be responsible for the recording of and submitting of personal timesheets, annual leave records and expenses on both manual and computer systems	Divisional Crew Manager
13. Participate and engage in continual professional development courses and initiatives to ensure competency levels, this will include drill ground supervision for practical youth delivery.	Divisional Crew Manager
14. When available undertake general community safety department duties such as Home fire safety checks.	Divisional Crew Manager/Watch Manager



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MID AND WEST WALES FIRE AND RESCUE SERVICE

PERSON SPECIFICATION

POST TITLE	Youth Practitioner
LOCATION	Aberystwyth
POST NUMBER	
GRADE	Grade 6
DEPARTMENT	Community Safety Department
DBS CHECK	Enhanced

Please ensure you address each of the following requirements in your Application Form as they will be used for shortlisting purposes. You should provide clear evidence that demonstrates you meet each area based on your skills, knowledge, experience and abilities relevant to the post.

Factor	Evidence	Essential/ Desirable	Assessment Method
Qualifications	Appropriate qualifications to include NVQ Level 3/Diploma or equivalent Current Driving Licence Current full driving licence for LGV	Essential* Essential* Desirable	Application form and Certificates
Knowledge	Understanding of Youth Development schemes and practices Understanding of child protection	Essential* Essential*	Application form and Interview
Experience	Experience working with challenging children and young people (CYP) Knowledge and experience of Community safety Initiatives.	Essential* Desirable	Application form and Interview



Job Related / Personal Skills	Must present a positive role model internally and externally, demonstrate correct behaviour methods and procedures having an awareness of own impact on others.	Essential*	Application form and Interview
	IT skills, competent in Word, PowerPoint and Excel	Essential*	
	Ability to be flexible in work routines and prepared to work away from home on occasions	Essential*	
	The ability to work under pressure to tight deadlines, often having to prioritise to meet unexpected or changing workload	Essential*	
	Ability to assess and evaluate projects and schemes in terms of quality, effectiveness and consistency	Desirable	
Communication	Welsh written and verbal skills	Desirable	Application form and Interview
	English written and verbal skills	Essential*	
	Ability to address and present to groups and individuals	Essential*	



In line with the Service's Recruitment and Selection procedure, a standard disclosure is required as a minimum for all roles.

Certain roles will be subject to increased levels of DBS check, dependent on the duties and responsibilities of the role, and as designated by the relevant Head of Command or Department.

Where a requirement for a higher level of DBS check has been identified the level and justification for this is specified below:

LEVEL: ..Enhanced

JUSTIFICATION:

PREPARED BY: HR DEPARTMENT

DATE REVIEWED: December 2024



How to Apply

Closing Date: 5 November 2025

The information provided on the application form is key information that will be used in the short listing process. It is therefore important that the guidance notes below are followed when completing the application form. This will ensure all the relevant information is available to make a decision on whether you will be short listed for interview. Short listing will involve assessment of the details provided on the application form against the criteria outlined in the Person Specification provided.

Applications will be accepted in other formats where an applicant has difficulty completing the standard form as a result of disability.

What happens after you've sent in your application?

Once we've received your application, we will separate the equal opportunities monitoring form which will not form part of the selection process and will send the application form only to the shortlisting department. We will send an acknowledgement of receipt to all applicants.

Your application will then be assessed against the criteria (in a person specification) and the shortlisting panel will decide whether it can be shortlisted.

If you are not shortlisted for interview, you will be advised in writing, usually within six weeks of the closing date. If you have not heard from us by then, please contact us.

If you are shortlisted for interview, you will receive an email from us usually within 2-3 weeks of the closing date, advising the date, time and location of the interview. The email will also include details of assessment testing which is to be carried out and will continue the documentation which you are required to bring with you, if applicable to the role.



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