

DACUM Research Chart for Fire Science

Supervisor

Produced for



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DUTIES

TASKS

A. Manage All-Hazard Incident Response	A.1 Initiate incident command	A.2 Perform incident size-up/assessment	A.3 Develop incident stabilization strategy	A.4 Determine incident resource needs (e.g., people, apparatus,
	A.10 Demobilize incident resources	A.11 Return company to operational readiness		
B. Manage Company Personnel	B.1 Monitor employee leave	B.2 Conduct disciplinary processes	B.3 Identify employee development opportunities (e.g., professional, personal)	B.4 Monitor daily employee performance
C. Coordinate Company Training	C.1 Determine company training needs	C.2 Identify company training opportunities	C.3 Develop company training plans	C.4 Obtain training resources (e.g., equipment, supplies, location)
D. Coordinate Daily Company Activities	D.1 Conduct company meeting	D.2 Determine daily company schedule	D.3 Maintain required company staffing	D.4 Conduct pre-fire planning activities (e.g., identify hazards, building familiarization, documentation)
E. Perform Administrative Tasks	E.1 Complete employee evaluations	E.2 Process daily correspondence (e.g., voice mail, email inbox)	E.3 Complete company activity reports (e.g., building inspections, training, personnel issues)	E.4 Complete incident reports
	E.10 Develop company expectations/guidelines			
F. Manage Physical Resources	F.1 Maintain personal protective equipment	F.2 Identify vehicle maintenance needs	F.3 Schedule vehicle maintenance	F.4 Identify vehicle repair needs
	F.10 Identify equipment repair needs	F.11 Schedule equipment repair	F.12 Maintain inventory supply levels	F.13 Recommend equipment acquisition


A.5 Coordinate incident resource needs	A.6 Monitor incident safety (e.g., public safety, responder safety)	A.7 Maintain personnel accountability (e.g., location, assignment)	A.8 Assign incident tactics (e.g., search and rescue, emergency medical)	A.9 Determine incident origin and cause
B.5 Resolve staff conflicts	B.6 Mentor company employees	B.7 Convey organizational communications (e.g., policy changes, administrative directives)	B.8 Monitor employee professional credentials	
C.5 Provide company training (e.g., classroom, practical)	C.6 Evaluate company training performance	C.7 Analyze company training program effectiveness		
D.5 Perform building inspections	D.6 Maintain equipment operation readiness (e.g., mechanically sound, fully equipped)	D.7 Maintain personnel operational readiness (e.g., PPE, fit for duty)		
E.5 Conduct shift turnover briefing	E.6 Prepare supply requests	E.7 Review subordinate reports	E.8 Prepare future staffing schedule (e.g., 1, 2, 3 days out)	E.9 Maintain employee files
F.5 Schedule vehicle repair	F.6 Identify fire station maintenance needs	F.7 Schedule fire station maintenance	F.8 Identify equipment maintenance needs	F.9 Schedule equipment maintenance
F.14 Request equipment reallocation				

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DUTIES

TASKS

G. Facilitate Community Outreach	G.1 Conduct public life safety education (e.g., schools, community groups)	G.2 Install battery operated residential smoke detectors	G.3 Install child safety seats	G.4 Perform public wellness checks (e.g., blood sugar, blood
H. Support Employee Health and Wellness	H.1 Monitor employee occupational health compliance	H.2 Provide physical fitness opportunities (e.g., time, equipment)	H.3 Identify employee nutritional needs	H.4 Provide employee nutritional support resources
I. Participate In Personal Professional Development Activities	I.1 Participate in personal performance review	I.2 Maintain professional credentials (e.g., CFO, EMT certification)	I.3 Participate in developing personal IDP	I.4 Participate in special assignments (e.g., committees, hiring panels)



G.5 Participate in community special events (e.g., parades, festivals)	G.6 Participate in public/private partnerships	G.7 Participate in community meetings (e.g., civic leagues, neighborhood watch)	
H.5 Identify employee physical fitness needs	H.6 Identify employee mental health risks	H.7 Refer employee to mental health resources	
I.5 Participate in training events (e.g., classes, online, conferences)	I.6 Prepare for promotional opportunities	I.7 Engage in formal education	I.8 Participate in health and wellness program

General Knowledge and Skills

Knowledge

Applicable laws
Basic mechanical
Building construction
Community demographics
Departmental policies/procedures
EMS
Fire behavior
Fire protection systems
HAZMAT
Incident Command System (ICS)
Local governments
National standards
Occupational safety practices
Organizational resources
Regional practices and resources
Response equipment knowledge
Technical rescue

Skills

Administrative
Analytical
Coaching
Communication
Computer
Counseling
Critical thinking
Customer service
Decision-making
Instructional
Interpersonal
Investigative
Leadership
Listening
Basic math
Mentoring
Motivational
Multitasking
Organizational
Planning
Problem-solving
Public speaking
Reading comprehension
Report writing
Situational awareness
Stress management
Supervisory
Time management

Behaviors

Honest
Team player
Patient
Flexible
Detail oriented
Accountable
Multitasker
Organized
Calm
Thorough
Accurate
Ethical
Innovative
Reliable
Compliant
Common sense
Responsible
Willing to learn
Open-minded
Loyal
Safety oriented
Compassionate
Active listener
Technically oriented
Self motivated
Courageous
Composed
Deadline oriented
Deliberate
Forward thinker
Prepared

Tools, Equipment, Supplies and Materials

Internet access
Software:
 Scheduling
 Office
 Reporting
 CAD
EMS equipment
Office equipment:
 Computer
 Monitor
 Printer
 Phone
Exercise equipment
Engine
2-way portable radio
Fire equipment
Specialty equipment:
 HAZMAT
 Marine
 Technical rescue
PPE:
 Personal
 Turnout gear
 SCBA
Supplies:
 Station supplies
 Office supplies

Future Trends and Concerns

Technology
Language barriers
Government financial trends
Health and wellness initiatives
Homeland security/terrorism
Increase in service demands (aging population)
Influence of science in fire tactics
Lack of qualified staff
Lightweight/engineered building construction
Public perception
Recruitment and retention
Reduction in benefits
Regionalism

Acronyms

PPE	Personal Protective Equipment
EMT	Emergency Medical Technician
IDP	Individual Development Plan
HAZMAT	Hazardous Material
EMS	Emergency Medical Services
SCBA	Self-Contained Breathing Apparatus
CAD	Computer-Aided Dispatch
CFO	Chief Fire Officer