

PURPOSE

This procedure defines the eligibility, selection process and terms-of-service for the position of Battalion Support Officer (BSO). All vacant BSO assignments will be filled in accordance with this procedure.

DEFINITION

The BSO position is a management development position and is considered a long-term/temporary assignment. Members functioning in the BSO position work under the direct supervision of a Battalion Chief, and will act in the place of the Battalion Chief during their absence. The BSO may be assigned tactical, safety, or supervisory duties during an emergency incident.

Applicants are expected to be proficient in fireground and EMS scene tactical direction, incident safety, personnel management, and computer skills including Telestaff, FireCal, RMS, E-mail and the MCT operation.

ELIGIBILITY

- Applicants must be a Fire Captain for a minimum of two years with the City of Peoria and cannot be on probation. The Deputy Chief of Operations may waive this experience requirement.
- Applicants are required to commit to this assignment for a minimum 2-year period.
- Preference may be given to a member on the current Battalion Chief's promotional list or for current BSOs to extend subsequent two-year assignment periods.

SELECTION

- In November of each even year (2008, 2010, etc.) an announcement will be sent out to the members of the Peoria Fire Department inviting qualified Captains to apply for upcoming Battalion Safety Officer Vacancies. Interested members must reply to the Deputy Chief of Operation via e-mail by the stated deadline.
- The Deputy Chief of Operations will fill each vacancy based on input from each Battalion Chief. Seniority may be taken into consideration but will not be the sole determining factor.

- For management development and operational consistency, BSO positions are associated with a specific Battalion Chief and not a particular area, shift, or station.

Terms of Service

Each assignment will start on January 1st of each odd year (2009, 2011, etc.), and end on December 31st, two years later (2010, 2012, etc.).

Members that vacate a bided position to accept a BSO assignment will have their home bided position held for them for their initial two year assignment as a BSO. If the member continues as a BSO beyond the initial two-year period, their original home bided position will be vacated and open for permanent bid by other qualified members.

Any BSO reassigned temporarily during their two-year period (i.e. recruit training officer, light duty, special deployment, etc.) will return to finish their remaining term-of-service upon completion of their temporary assignment.

If a BSO vacancy occurs more than six months before the end of the normal two-year cycle (due to promotion, retirement, shift transfer, etc.), the Deputy Chief of Operations will select another eligible candidate in accordance with these procedures. Remaining terms under 6-months and temporary vacancies will be filled within the shift by the assigned Battalion Chief.

Approved: _____



Larry Rooney, Acting Fire Chief

Date 10/20/08