



Brigade Feedback on Shortlist Applicants Option 1

Brigade feedback on shortlisted candidates

Why are we doing this?

As part of our volunteerism principles, Fire and Emergency New Zealand is committed to:

- strengthening our leadership and connections with our volunteers across all roles in the organisation
- providing broader and more flexible ways for people to volunteer and to increase tailored support.

Involving brigade members in the new brigade leader recruitment process follows these principles and observes the four values of Fire and Emergency New Zealand.

Our values/Ngā Uara

Our values and their applications in this process are:

- **Whanaungatanga – We are better together:** working with our volunteers and giving them a so they can be involved in shaping the future of their brigade team and leadership
- **Auahatanga – We strive to improve:** enabling our volunteers to look to the future and promoting collaboration for improvement.
‘Nāku te rourou, nāu te rourou, ka ora ai te iwi – With my basket and your basket, the people will thrive”
- **Kia Tika – We do the right thing:** involving volunteers in making decisions that benefit our brigades and their communities
- **Manaakitanga – We serve and support:** every step of the way, actively seeking ways to fill up or care for the mana of others.

Making the right choice for the right reasons

When you rate a candidate on whether they’re suitable for the role, remember to be objective. This means focusing on their skills and competencies (objective), not just voting for them because you are friends.

| Part A | | Position details | |
|------------------------------------|--------------|------------------|--------------|
| Volunteer Brigade Leader position: | | Brigade: | Date: |
| Candidate names: | Candidate A: | Candidate B: | Candidate C: |
| | | | |

Rating scale

Using the rating scale to give each candidate a rating from 0 to 5 for the Essential Selection Criteria and the Desirable Selection Criteria.

| Rating | Description | Rating | Description |
|--------|---|--------|---|
| 5 | Able to demonstrate expertise in this criterion | 4 | Able to demonstrate all aspects of this criterion |
| 3 | Able to demonstrate most aspects of this criterion | 2 | Able to demonstrate some aspects of this criterion |
| 1 | Able to demonstrate limited aspects of this criterion | 0 | Unable to demonstrate any aspects of this criterion |

Brigade rating representation for appointment of role

| Part B | | Brigade rating representation | | | | | |
|--|--|-------------------------------|-----------------|----------------------|-----------------|---------------------|-----------------|
| Selection Criteria | Skills | Candidate A: Name | Rating (0-5) | Candidate B: Name | Rating (0-5) | Candidate C Name | Rating (0-5) |
| Essential Selection Criteria | | | | | | | |
| Kia Tika – We do the right thing | <ul style="list-style-type: none"> Will positively influence your actions and thinking. Is able to motivate or inspire you to do something you don't necessarily like to do. Does what's right rather than what's easy. | | | | | | |
| Manaakitanga – We serve and support | <ul style="list-style-type: none"> Will effectively communicate with brigade members and members of the community. Will proactively and effectively deal with | | | | | | |

| | | | | | | | |
|--|---|--|--|--|--|--|--|
| | conflict situations and handle such issues in a calm and humane manner. | | | | | | |
| Whanaungatanga – We are better together | Will effectively create a positive, supportive, and inclusive brigade environment that embraces diversity and supports member retention and brigade sustainability | | | | | | |
| Auahatanga – We strive to improve | Is an ‘ideas’ person, encouraging brigade members to come up with better ways of doing things and being prepared to implement them. | | | | | | |
| Desirable Selection Criteria | | | | | | | |
| Operational command | Based on observation of past incident management experience and ability, this candidate will effectively carry out the statutory and incident management functions for the Volunteer Brigade Leader position. | | | | | | |
| Legislation | <p>This candidate:</p> <ul style="list-style-type: none"> will take the initiative in getting things done has the required drive to see things through according to relevant legislation and Fire and Emergency policy. | | | | | | |
| Risk reduction | This candidate will effectively incorporate a community education and risk reduction | | | | | | |

| | | | | | | | |
|---|---|---------------------|--|---------------------|--|---------------------|--|
| | mindset into the brigade's activities and approach to working. | | | | | | |
| Volunteer Executive Officer course | This candidate will effectively lead and build an inclusive team, that includes taking the initiative to address team problems and issues. | | | | | | |
| Training and progression | <p>This candidate:</p> <ul style="list-style-type: none"> • is constantly engaged and motivated for self-development • will coach and mentor members, preparing them for higher positions within the brigade. | | | | | | |
| FENZ expectations | This candidate will bring sound business and management experience to the position. | | | | | | |
| Totals: | | Candidate A: | | Candidate B: | | Candidate C: | |

Consultation Links

QR Code and link to feedback survey:



Link: <https://forms.office.com/r/24fknismHp>

Or email EkeTaumata@fireandemergency.nz to place feedback.

See other guidelines and supporting documents:

[Recruit for a Volunteer Brigade Leader](#)

[Volunteer Brigade Leader Annual Support and Development](#)

[Volunteer Brigade Leader Renewal](#)

[Volunteer Brigade Leader Non-Renewal](#)

[Core selection criteria - Volunteer Brigade Leader](#)

[Volunteer Brigade Leader position description](#)

[Deputy Volunteer Brigade Leader position description](#)

[12-month support and development plan - Volunteer Brigade Leader](#)

[Group Manager checklist at end of term - Volunteer Brigade Leader](#)

Brigade feedback on shortlist applicants:

[Option 1 - Using core selection criteria](#)

[Option 2 - Values alignment](#)

[Option 3 - Current process](#)

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