

# South Pierce Fire & Rescue



## Executive Recruitment

### • Fire Chief



### Pierce County, Washington

From world-class healthcare to local progressive school districts and transportation, Pierce County is a great place to live. Its unique combination of urban and rural areas creates the perfect place to call home. Pierce County provides a wide array of

recreational activities for the outdoor enthusiast including watersports, hunting, fishing, hiking, and sightseeing. A three-hour drive in any direction



gives you the Pacific Ocean, Puget Sound, Olympic or Cascade mountain ranges, or Seattle and its urban areas. South Pierce attracts those who enjoy living in a rural environment within close proximity to shopping, entertainment, and employment opportunities.

#### **SPFR VALUES**

*Through honor, integrity, and pride,  
we shall conduct ourselves with:*

**Selflessness**

**Passion**

**Fortitude**

**Respect**

### The Department

South Pierce Fire and Rescue is a dynamic department staffed by exceptionally well-trained and dedicated fire and EMS professionals, proudly providing the very best in emergency response services from three staffed stations to our citizens in Eatonville, Roy, Clear Lake, Harts Lake, Lacamas, La Grande, McKenna, and Ohop.

We cover over 140 square miles of mostly rural community with farms and timberlands dotting the landscape. There is a strong military influence from Joint Base Lewis McChord, the largest military installation in the Pacific Northwest, which forms our northwest border. South Pierce also provides services to Northwest Trek, Ohop Pioneer Farm, University of Washington's Pack Forest Campus, several properties managed by the Nisqually Land Trust, and mutual aid to Mount Rainier National Park.

Currently the department is staffed with 24 career line personnel that includes 9 Lieutenants, 18 volunteers, 2 Assistant Chiefs, 1 Chief, 1 District Secretary, 1 Administrative Secretary, and 2 Chaplains. The District also supports a Fire Cadet program and Support Services team. The District provide full ALS/BLS emergency transport unit from each of their 3 staffed stations. The District responds to approximately 3,000 calls per year, most of which are medical aid incidents. The District operates out of 3 staffed stations and 5 unstaffed/volunteer response stations.



## South Pierce's Fire Chief

The Fire Chief position is a confidential, administrative staff position that is accountable for managing all aspects of emergency services and fiscal responsibility and health of the District. The Fire Chief must be adept in fire suppression, fire protection, fire prevention, medical, human resources and fiscal management.

The Fire Chief will be appointed by and report directly to the Board of Fire Commissioners of South Pierce Fire and Rescue District No. 17. The Fire Chief candidate must be a highly motivated and progressive individual, who has experience in a combination department. This individual is expected to be a "working chief" with field experience to fully understand the needs of the firefighters.

**It is the mission of South Pierce Fire and Rescue to Protect lives, property, and the environment through effective response, compassionate service, and community involvement.**

## Examples of Job Functions

- Plans, organizes, directs and controls the activities and personnel of District No. 17, serves as chief administrator of the District.
- Formulate and develop long-range plans, goals and objectives for the Fire District; evaluates the progress and performance toward achieving established goals.
- Develop and implement Fire District policies, rules, regulations and general orders designed to prevent and minimize the loss of life and property during minor and major emergency incidents.
- Plans and organizes Fire District operations and activities with respect to equipment, apparatus and personnel to ensure maximum efficiency and effectiveness.
- Prepares the annual Fire District budget for adoption by the Board of Commissioners; supervises and controls expenditures; ensures compliance with established fiscal policies of the State and Fire District.
- Responds to fire and emergency scenes as required; actively and physically participates in fire suppression and EMS/rescue activities as

necessary; assumes the role of Incident Commander when warranted; instructs subordinates to take proper safety and precautionary measures to prevent injury to occupants, bystanders and personnel. Ensures that the cause and origin of fire is investigated and that incendiary fires and arson incident scenes are properly preserved for investigations.

- Supervises and evaluates the performance of assigned staff, review and approve hiring, training, promotions and assignments; discipline and terminate as appropriate upon Board approval.
- Encourages positive conduct, maintains District discipline, and handles grievances. Analyzes staffing needs and apportions work among the divisions: defines reporting relationships and delegates authority as needed to accomplish Fire District goals.
- Communicates with other District officials, community leaders and outside agencies to resolve problems, coordinate activities, exchange information and provide expertise.
- Attends meetings called by the Board of Fire Commissioners and reports on the affairs and business of the District. Provides review, research and recommendations to the Board of Fire Commissioners on the various subjects and programs of the Fire District.
- Represents the Fire District in meetings and serves in appointed functions with various agencies, the community and other groups to support the needs of the Fire District and Board of Fire Commissioners.
- Implements procedures for response to calls within District No. 17 boundaries and for outside aid in accordance with contracts and mutual aid agreements.
- Analyze, review and supervise the preparation of comprehensive reports and records related to personnel, property and operations of the District. Ensures the confidentiality of records related to personnel.
- Administers the development and implementation of those programs which will add funding to the District.
- Maintains education and skills necessary to administer the affairs of a modern, progressive Fire District.
- Perform related duties as assigned.





## Qualifications

- Associate of Fire Science required, but Bachelor's degree in Fire Science, Fire Service Administration, Public Administration, or related field preferred;
- A minimum of ten (10) years of progressively responsible fire service chief officer experience in a comparable-sized combination department is required. Applicants should have advanced fire service or management training;
- Exceptional written and verbal communication skills which will be used to clearly communicate the policies and procedures established by the Board to District staff and citizens in a clear and concise manner;
- Excellent executive leadership skills and a comprehensive knowledge of all facets of the fire service including structural firefighting, fire-based EMS with ALS transport, community outreach, emergency management, and fire prevention;
- Well versed with collective bargaining labor law with a history of productive working relationships with staff. Familiar with negotiation processes such as interest-based and traditional collective bargaining;
- Experience working for an elected Board or Council to build achievable goals that will take the Fire District to its optimal level of service. Experience working as a career chief officer with combination career and volunteer departments is preferred.



## Experience & Certifications

- Must have or be able to obtain and maintain a valid Washington State Driver's License and proof of insurance with acceptable driving record
- HazMat Ops/Awareness
- Washington EMT-Basic or higher, or ability to transfer certification to Washington
- NFPA Fire Officer II, or equivalent
- NIMS 100, 200, 300, 400, 700, 800 or can obtain within mutually agreed time frame



### South Pierce Fire & Rescue - Fire Chief

Salary: \$125,744.85 - \$138,319.34

*Starting salary is dependent upon experience and qualifications. The District also includes an excellent benefits package.*

Please submit a signed and completed application, resume and any other relevant supporting documentation

**no later than 5:00PM PST on Monday, October 7, 2019**

Application materials must be sent electronically, with return receipt request, to:

[recruitment@esci.us](mailto:recruitment@esci.us)