



CHELAN FIRE AND RESCUE

(CHELAN COUNTY FIRE PROTECTION DISTRICT 7)



ASSISTANT FIRE CHIEF JOB ANNOUNCEMENT



232 East Wapato Ave, PO Box 1317, Chelan Washington 98816

www.chelan7.com

Chelan Fire and Rescue

Invites applications for

Assistant Fire Chief

CLOSING DATE: February 28, 2022

SALARY: \$100,000.00 - \$112,000.00 (DOE) plus benefits

FLSA STATUS: Full-time FLSA exempt

The Community



The Lake Chelan Valley is a great place to live, work and call home. Only in Lake Chelan will you find four seasons of stunning natural beauty and adventures that you can tune into year round. 50 miles of pristine lake, surrounded by vineyards, mountains and small-town charm, promising an array of activities as unique as the people who come here to play or make Lake Chelan their home. The Chelan Valley offers recreation, charming shopping districts, and bountiful agriculture including fruit orchards and an emerging wine industry.

Centrally located, full-time and part-time residents find it an ideal location for telecommuting with quality infrastructure and easy access to destinations across the state. The Lake Chelan Valley encompasses the communities of Chelan, Manson and Stehekin. With ample opportunities for outdoor recreation, a thriving art scene, and a superior community hospital, residents of the Lake Chelan Valley pride themselves on having a high quality of life. The Lake Chelan Valley maintains the strong sense of community rich in small towns. Residents greet each other by name and community service is alive and well, apparent in strong participation among the community's civic groups. The Valley's natural beauty, coupled with abundant amenities, make it an excellent place to work and live. Chelan has 7,800 year-round residents with a summer vacation and tourism increase of up to 45,000 people and over 2 million visitors annually.

The District

Chelan Fire and Rescue is an all-risk emergency services agency dedicated to enhancing the quality of life and safety of our community through emergency response, education and prevention. Founded in 1926 as Chelan County Fire Protection District 7, Chelan Fire and Rescue is located in Northeast Chelan County, covering



125 square miles around the lower end of Lake Chelan and surrounding areas. These areas include: The City of Chelan, Chelan Falls, Union Valley, South Lakeshore, 25 Mile Creek, and the north side of Lake Chelan from the City of Chelan to Manson, Chelan Airport, and Howard Flats up to the Chelan/Okanogan County line.

Chelan Fire and Rescue provides; Emergency Medical Services (EMS), Basic Life Support (BLS) first response; Community Risk Reduction (Prevention and Education); Fire Investigation; Fire Suppression (vehicle, residential and commercial); Wildland Fire Fighting; Hazardous Materials Response-Operations; and Technical Rescue/Special Operations (high/low angle, surface water). The Fire District responded to 929 calls for emergency services in 2020 and is on track to break 1,000 for 2021.

Chelan Fire and Rescue is a combination department that operates out of five fire stations, one staffed with two career personnel 24 hours a day and four staffed with volunteer personnel. The district employs 12 full-time personnel and 30 plus volunteers who operate four engines, three water tenders, seven wildland fire engines, one ladder truck, two command vehicles, a rescue boat, and one support vehicle.

The Position

The Assistant Fire Chief is a confidential, administrative, management staff position that is accountable for managing assigned areas of the fire district that may include Operations, Volunteer Recruitment and Retention, Training/Safety/Health, Community Risk Reduction, and Support Services. This position is excluded from the bargaining unit and is FLSA exempt.

Duties of the Assistant Fire Chief include, but are not limited to, supervising the delivery of services to reduce risk of life, property and community vitality. Ensuring that fire district staff is appropriately prepared to handle fire and other life safety and property protection emergencies. This shall be accomplished by planning, organizing, managing the delivery of training and volunteer recruitment and retention program. Provide leadership and mentoring to all career and volunteer personnel. Provide Operational over-sight to the duty crew in their daily activities, assignments and tasks. Assist with the Community Risk Reduction Program. The above may be performed for more than one fire district, under an Interlocal cooperation agreement.

The Assistant Fire Chief participates in the Duty Officer Rotations. When on call as the Duty Officer, responds to all major alarms, assume command and/or a command function as needed. When off rotation may respond to alarms to observe personnel performance, evaluate techniques employed and fill-in for operations personnel.

Ideal Candidate

The ideal candidate for Assistant Fire Chief must be an excellent communicator that promotes trust, confidence, cooperation and professionalism. Enjoys working with volunteers and has an appreciation for their dedication and commitment. Has the ability to build strong relationships with the employees, volunteers, and community leaders throughout the district. Has a highly productive work ethic and demonstrates the ability to lead under pressure while pursuing the goals and objectives of the district.

Must be able to work with resource challenges and have a willingness to explore non-traditional strategies that will ultimately result in great responsiveness in the delivery of service to our customers. Be an outgoing professional embracing change, opportunity and challenges within the members of the district and outside agencies in the community.



Minimum Qualifications

- Associates degree in Fire Science or related field. 45 college credits accepted in lieu of AA.
- Minimum ten (10) years of fire service experience with a desired five (5) years of paid, full-time experience, and a minimum of two years increasing management responsibility (Company Officer.)
- IFSAC, or equivalent, Firefighter I & II, Hazardous Materials Awareness and Operations
- Wildland Firefighter Type I or higher wildland certification (Current Red Card)
- Current WA State EMT or ability to obtain within 90 days.
- Emergency Vehicle Incident Prevention (EVIP)
- Current WA State Driver's License or ability to obtain within 60 days of employment
- NIMS ICS 100, 200, 700, and 800
- IFSAC, or equivalent, Fire Service Instructor I
- IFSAC, or equivalent, Fire Officer I
- Oral & written comprehension of the English language
- Must have experience in working with volunteers and volunteer programs.
- **And/or** any equivalent combination of education, experience and training which provides the equivalent scope of knowledge, skills and abilities necessary to perform the work.

To Apply

Send a cover letter, completed application (do not write "see resume"), current resume, and answers to the supplemental questions via U.S. Mail or email to:



Brandon Asher
Fire Chief
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Chelan, Washington 98816
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The Assistant Chief Job Description, Chelan Fire & Rescue Employment Application, Assistant Chief Benefit Package, and the supplemental questions may be found on our website at www.chelan7.com.

The Process

February 28, 2022	Application submittal dead line.
March 1-4, 2022	Application review process for most qualified candidates.
March 7, 2022	Top applicants invited to participate in the interview process.
March 14-15, 2022	Panel Interview & Leadership Team Interview
March 16-18, 2022	Reference and Background checks
March 21-23, 2022	Fire Chief's & Commissioner's Interview
March 25, 2022	Conditional offer of employment.
April 4-8, 2022	NFPA 1582 Medical Examination, uniforms, administrative documentation
April 20, 2022	Introduction to the Board of Fire Commissioners & Public Reception
May 2, 2022	First day on the job for the new Assistant Fire Chief and/or as agreed to with the Fire Chief