



Rescue Fire Protection District

5221 Deer Valley Rd • P.O. Box 201 Rescue CA, 95672 • Phone: (530) 677-1868

ACCEPTING APPLICATIONS FOR THE POSITION OF FIRE CHIEF

This position will be on continuous recruitment until filled. Once there are enough qualifying applications, interviews will be held.

Opening Date: May 17, 2022
Closing Date: Continuous until filled
Salary: Hourly: \$ 72.11

Mission Statement

Maintain the highest levels of fire suppression, fire prevention, and EMS at the most efficient cost to reduce loss of life and property damage due to fire, illness, accidents, and other disasters.

Background and Service

The Rescue Fire Protection District is an independent special district established in 1960 serving an area of approximately 36 square miles and is governed by a five-member elected board of directors.

The District provides fire protection and emergency medical services to a population of approximately 10,000 persons.

Personnel respond to over 900 incidents per year. In addition to emergency service the District provides prevention programs and fire and life safety programs.

About the Position

This is a part-time position, not to exceed 960 hours in a year. The incumbent is responsible for the efficient operation of the District, utilizing effective business techniques, and reports directly to the Board of Directors. To be successful in this position, an incumbent must be knowledgeable of, and keep current with, state and national issues affecting fire department operations. The position requires a demonstrated ability to work effectively with employees at all levels of the District, represented labor groups, customers, the business community, professionals, managers, and elected officials from the District and other agencies. The incumbent must be able to develop and maintain excellent labor/management relations. The incumbent is required to represent the District's interest before legislative and regulatory committees and at Regional, State, and/or Federal levels of government. An incumbent in this classification demonstrates strong ethical, professional, and service-oriented leadership and interpersonal skills, sets a good example, and correctly applies the tenets of the Districts Code of Ethics and Values.

DUTIES AND RESPONSIBILITIES

- Plans, organizes, directs, and coordinates the activities of Fire Department personnel providing fire department services to the Community.
- Responds to fires and other emergencies and exercises over-all supervision of the emergency operations.
- Assumes immediate supervision of rescue, firefighting, and other emergency activities as required.



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- Oversees and handles collective bargaining contract negotiations, grievances, benefit plans, and retirement plans.
- Interviews and advises on the hiring, promotion, layoff, or discharge of employees and investigates human resources problems, recommends taking disciplinary action as necessary.
- Evaluates employee performance.
- Shapes and executes an employee development program for the District.
- Develops departmental personnel rules, procedures, and policies, and sees that they are enforced.
- Directs the organization, training, and direction of the volunteer/intern firefighters.
- Coordinates the services of regular and volunteer/intern firefighting crews.
- Has oversight responsibility for the requisitioning, maintenance, and operation of firefighting equipment, preparing specifications for firefighting equipment; and maintaining records of all fire department activities.
- Recommends location of fire stations.
- Attends conferences and conventions on fire protection matters.
- Directs, plans, and organizes the development and administration of the District's annual budget.
- Directs, plans, and organizes the District's annual financial audit process.

EMPLOYMENT STANDARDS

Abilities, Skills, and Knowledge of:

- Effective leadership and management principles and practices.
- Applicable laws and regulations affecting municipal firefighting.
- Principles and practices of budgeting (operating and capital), communication, contracting, human resources, information technology, public relations, project management, risk management, outreach, performance standards, telecommunications, records management, and resources to achieve outcomes and expectations.
- Important developments in local area, State and Federal government agencies as they relate to the District's fire service.
- Fire protection, EMS, Haz-Mat, fire Provide the leadership and management of the department through coaching, enabling, and facilitating employees working in a team environment.
- Develop and maintain excellent labor/management relations through meeting regularly to discuss appropriate issues with the leaders of represented groups and by cultivating ideas and/or suggestions from employees at all levels of the organization within the District in order to establish trust and enhance communication on an on-going basis.
- Create a culture that is conducive to change and one that is able to select, recruit, retain, develop and motivate a skilled and talented workforce where all employees know their mission, role, job; goals and objectives are clear in order to create an organization that delivers excellent customer service through ethical leadership standards, establishes an atmosphere of respect for employees consistent with the District's Code of Ethics and Values.
- Manage complex projects that further the long-term objectives of the department and the District by identifying which quality standards are relevant to the project and determining how to satisfy them by evaluating overall project performance on a regular basis to provide confidence that the project will satisfy the relevant quality standards, and by monitoring specific project results.



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- Build constructive relationships by promoting effective partnerships with department peers, the public, employees, and State and local officials.
- Represent and speak on behalf of the department and its work, e.g., presenting, explaining, promoting, defining, and negotiating to those within and outside the department by making clear and convincing oral presentations to individuals and groups, by listening effectively and clarifying information and by facilitating an open exchange of ideas.
- Plan, train, and manage the work of Fire District personnel.

Supervision Exercised

Provides direct supervision to Fire Captains and general supervision of other professional, technical, and administrative support staff.

SUPPLEMENTAL INFORMATION

Education and Experience

- Graduation from college with a Bachelor's Degree in Public Administration, Political Science, or the equivalent.
- Six (6) years municipal firefighting experience, including four (4) years of which must be as a Battalion Chief or higher.
- California Fire Officer Certification.
- California EMT, or able to obtain.

License

Possession and maintenance of a valid and unrestricted California driver's license is required.



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HOW TO APPLY

Submit a District employment application, resume, and cover letter to the District office.

Mail Application and Required Documents To:

Rescue Fire Protection District

ATTN: Chief Brian Ransdell

5221 Deer Valley Rd.

Rescue, CA. 95672

Or to submit via email to bransdell@rescuefiredepartment.org

Faxed applications will not be accepted. For an application or additional information, please contact our office (530) 677-1868 or visit our website at www.rescuefiredepartment.org.

SELECTION PROCESS

Applicants with the most relevant experience will be invited to participate in the examination process. Offers of employment are contingent upon the candidate successfully passing a pre-employment medical examination, drug screening and background investigation.



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APPLICATION FOR EMPLOYMENT

The Rescue Fire Protection District is committed to providing an equal employment opportunity to all persons. Assistance in reviewing job opportunities and completing this employment application will be provided to persons with disabilities upon request.

GENERAL INFORMATION

Position desired _____

How did you hear of this vacancy? _____

First Name _____ Last Name _____

Mailing Address _____

City/Town _____ State _____ ZIP _____

Phone _____ E-mail Address _____

Are you at least 18 years of age? Yes No

EDUCATION

Circle the number corresponding to the highest level of education completed:

ELEMENTARY - HIGH SCHOOL

COLLEGE

GRADUATE SCHOOL

8 9 10 11 12

1 2 3 4

1 2 3 4

GED (list granting agency) _____

List in reverse order (present or most recent first) all schools attended (colleges/universities, technical training institutions, vocational/trade schools, and high schools)

NAME OF SCHOOL	CITY/TOWN & STATE	MAJOR(S)	DEGREE
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CERTIFICATION

ACLS CPR Paramedic-California

PALS ITLS EMT _____ County

First Responder CPAT (May be required prior to start date.)

Other Certifications or Licenses: _____



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WORK EXPERIENCE

Describe below all previous work experience (including unpaid experience) in reverse chronological order (present or most recent employment first). **Include any information not listed on your resume.**

Name of Employer: _____

Address: _____

Your job title: _____

Supervisor (name & title): _____

Employed From (month/year): _____ To (month/year): _____

Reason for leaving: _____

May we contact this employer: Yes No Phone: _____

Summary of your duties and responsibilities: _____

Name of Employer: _____

Address: _____

Your job title: _____

Supervisor (name & title): _____

Employed From (month/year): _____ To (month/year): _____

Reason for leaving: _____

May we contact this employer: Yes No Phone: _____

Summary of your duties and responsibilities: _____

Name of Employer: _____

Address: _____

Your job title: _____

Supervisor (name & title): _____

Employed From (month/year): _____ To (month/year): _____

Reason for leaving: _____

May we contact this employer: Yes No Phone: _____

Summary of your duties and responsibilities: _____



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1. Are you authorized to work in the United States? Yes No
2. In the past ten (10) years, have you been convicted, placed on probation, or under supervision for any violation of law?
 Yes No If yes, please explain, including the basis, the date, and any circumstances contributing to rehabilitation. (A record of a conviction is not an automatic bar to employment). _____
3. Do you have reliable transportation? Yes No
If the position you are applying for requires you to travel locally, do you have or have another way to access prompt, reliable transportation? Yes No Not Applicable
4. Do you have a valid California Class C License (CDL)? Yes No
5. Have you been disciplined or discharged by a former employer for conduct involving any type of dishonesty, ethical misconduct or violent behavior in the last 15 years? Yes No
If Yes, please attach an explanation. _____
6. Have you ever worked for the Rescue FPD before? Yes No
If yes, identify dates of employment and reason for leaving. _____
7. Please list any relatives or domestic partner employed by the Rescue FPD: _____
8. Have you been through a certified Fire Academy? Yes No
When? _____ Where? _____
9. I understand that in making this application, the District may be contacting my references and/or prior employers.
 I have I have not signed the attached release regarding my prior employment and references. I understand that if the District is unable to communicate with my references or prior employers due to my conduct, it may affect my opportunity for employment. (Please attach an explanation if there are extenuating circumstances you feel the employer should know.).
10. I understand that if the position for which I am applying includes work with individuals or groups who are recognized as vulnerable, such as children, the elderly, or mentally disabled, I may be subject to background or record checks which I must pass prior to full employment.
11. I understand that if I accept employment by the District, as a result of my employment, I may receive District owned property to fulfill my employment obligations. At the time my employment with the District ends, I shall immediately return to the District all of its property and pay any personal expenses I incurred on any of the District's accounts. If I fail to do this, the District may deduct the cost of such District owned property and any such personal expenses from my pay.
12. If I am hired by the District, I understand that the District's Handbook/Personnel Policy, as it may be changed in the future, shall be applicable to me and I shall read it and comply with its provisions during my employment.
13. I hereby certify that this form and any attachments to it contain no false information and are complete to the best of my knowledge. I am aware that if an investigation discloses misrepresentation or falsification, my application may be rejected, my name removed from the applicant list, and if already employed, I may be dismissed from my employment with the District, and I may be disqualified from applying in the future for any District position.

Signed: _____ Date: _____

The Rescue Fire Protection District does not discriminate on the basis of race, color, national origin, sex, sexual orientation, religion, age or disability, in employment or the provision of services. TO APPLICANT: All applications for employment are kept in the District's general application file for ONE YEAR. If you would like to apply for another District position within ONE YEAR of this initial application, please contact us.



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APPLICANT NAME (OPTIONAL) _____

POSITION DESIRED _____

EQUAL EMPLOYMENT OPPORTUNITY The Rescue Fire District is committed to providing Equal Employment Opportunity to all persons without regard to political affiliation, race, color, religion, sex, sexual preference, national origin, disability or any other non-merit factor, or age as defined by Federal and state law. In order to evaluate the effectiveness of our recruitment efforts, the following information is requested on a *voluntary basis*.

The following information will be kept strictly confidential and will not adversely impact your opportunities for employment.

GENDER: Male Female

RACIAL OR ETHNIC GROUP:

<input type="checkbox"/> Native American	American Indian or Alaskan Native. All persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliation through membership and participation or community identification.
<input type="checkbox"/> Asian/Pacific	Persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or the Pacific Islands (e.x., China, Japan, Korea and Samoa).
<input type="checkbox"/> Black	Persons having origins in the black racial groups of Africa not of Hispanic origin.
<input type="checkbox"/> Hispanic	Persons having origins in Mexico, Puerto Rico, Cuba, Central or South America, or other Spanish culture or origin, regardless of race.
<input type="checkbox"/> White	Persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

INDIVIDUAL WITH A DISABILITY “An individual with a disability” means any natural person who (A) has a disability which substantially limits one or more major life activities; (B) has a history or record of such an impairment; or (C) is regarded as having such an impairment.

Do you have a disability? Yes No

VETERAN STATUS

Branch of Military Service	Type of Discharge
_____	<input type="checkbox"/> Honorable <input type="checkbox"/> General <input type="checkbox"/> Medical
	<input type="checkbox"/> Dishonorable <input type="checkbox"/> Other

Dates: From ____ / ____ / ____ To ____ / ____ / ____

Did you serve in the **National Guard/Reserve**? Yes No
 Did you serve more than **180 days of Active Duty**? Yes No
 Do you have a **Service Connected Disability**? Yes No
 If Yes, what Percentage? _____%
 Are you the **Spouse** of a service member? Yes No

Signature: _____ Date: _____



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RESCUE FIRE PROTECTION DISTRICT

RELEASE AND AUTHORIZATION

TO OBTAIN EMPLOYMENT INFORMATION

This release authorizes persons whom I have listed as references and/or my previous employers to furnish to and discuss with the Rescue Fire Protection District staff all information that may be requested regarding my prior employment or fitness for employment, to include a copy of my personnel records or files.

I waive any claims to privacy or confidentiality regarding the disclosure of or discussion of my prior employment. I release the District and its representatives and the individual references that I have listed as well as the representatives of my previous employers from any claims related to the release or discussion of my employment information or information relevant to employment so long as the information released by my references and prior employers is truthful.

Name (Signed)

Printed name Date
