

# Staunton City & Schools

## Fire Chief: City of Staunton (2423)

### JOB POSTING

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#### **Job Details**

<i>Posting ID</i>	<b>2423</b>
<i>Title</i>	<b>Fire Chief: City of Staunton</b>
<i>Description</i>	<u>CITY OF STAUNTON</u>

#### **FIRE CHIEF**

**The City of Staunton, located in the heart of the Shenandoah Valley, is seeking highly qualified applicants for the position of FIRE CHIEF. Come join our highly professional team dedicated to serving this dynamic city and its citizens. For more information about the Fire and Rescue Department, please visit [Fire & Rescue Department](#). The City of Staunton offers highly competitive compensation and benefits. Staunton, with a relatively low cost of living, is known for its history, architecture, arts and cultural and culinary delights.**

*“One of the prettiest and most progressive towns in the South” and “20 charming mountain towns to visit this fall”—Southern Living*

The City of Staunton is seeking an innovative leader who will direct, manage and lead the operations and activities of the Staunton Fire & Rescue Department. The position provides vision and collaborative leadership to a multi-disciplined department with the overall responsibility of performing advanced protective services work in planning, organizing and direction the overall operations of the department and emergency services, handling personnel and public information matters and ensuring that all laws, regulations and procedures are followed.

The Fire Chief will be responsible for the following:

- Overall administration of all Fire Department operations and function, including fire suppression, public service, fire prevention, fire investigations, and public education;
- Overall administration of Fire Department support activities, including department personnel functions, training, staffing, maintenance, supply, and budgeting;
- Plans, directs and reviews activities of personnel performing fire prevention and suppression activities;
- Makes recommendations for the establishment and maintenance of an adequate fire defense;
- Responds to and takes command of firefighting personnel at major fires; makes assignments and supervises subordinate officers in the care and maintenance of equipment stations and other supplies and equipment;
- Serves as chair or as a team member in addressing major hazards or emergency situations;
- May make recommendations concerning amendments and improvements in building codes and other regulating ordinances affecting fire prevention and suppression programs;
- Serves as spokesperson to public, media and administration concerning all fire department events, and situations;
- Reviews reports on departmental activities;
- Prepares reports for City officials, state and national organizations;
- Coordinates with other department heads within the city government to ensure the safety of citizens and events;
- Prepares and administers the departmental budget;
- Prepares long-range goals, objectives and strategic plans for the development and operation of fire protection services;
- Prepares long-range plans for the development of fire protection services;
- Evaluates work of subordinates and;
- Performs related tasks as required.

Any combination of education and experience equivalent to graduation from an accredited college in the field of fire science, public administration, management, or related areas and extensive administrative experience of a wide and progressively responsible nature in the fire services. Graduation from the National Fire Academy's Executive Fire Officer Program is highly desired as well as being a Chief Fire Officer designee by the Center for Public Safety Excellence. Possession of appropriate driver's license valid in the Commonwealth of Virginia. Must meet and maintain all department training and certification requirements for position including, but not limited to, certifications as Fire Officer IV, E.V.O.C., and EMT-B.

Criminal background required.

Excellent benefits include participation in the Virginia Retirement System, paid-time off, group life insurance, medical insurance, professional dues, deferred compensation, and conference expenses. Relocation allowance provided.

FLSA: Exempt  
 Grade: 24  
 Hiring Range: \$114,00-\$135,000 DOE/DOQ  
 Start Date: On or around mid-August 2024 or negotiable  
 Reports To: City Manager

The recruitment will remain open until filled. Please see the [Fire Chief Recruitment Profile](#) for more information.

In addition to the on-line application, interested applicants should submit a cover letter and resume no later than **July 12, 2024**. For questions, please contact Jonathan Venn, Chief Human Resources Officer.

Jonathan Venn, Chief Human Resources Officer  
 City of Staunton/Staunton City Schools  
 116 West Beverley St (Human Resources, 2<sup>nd</sup> Floor City Hall)  
 Staunton, VA. 24401  
 504-332-3914  
 vennjg@ci.staunton.va.us

**The City of Staunton is an Equal Opportunity Employer (EOE) and is fully committed to the principles and practices of equal employment.**

<i>Shift Type</i>	<b>Full Time</b>	<i>Salary Range</i>	<b>\$114,000.00 to \$13,500.00</b>
<i>Salary Code</i>	<b>Per Year</b>	<i>Job Category</i>	<b>City Government</b>
<i>External Job Application</i>	<b>City of Staunton Application</b>	<i>Internal Job Application</i>	<b>Internal</b>
<i>Location</i>	<b>FIRE AND RESCUE</b>	<i>Posting Status</i>	<b>Active</b>
<i>Minimum Qualifications Screening</i>			

**Job Application Timeframes**

<i>Internal Start Date</i>	<b>06/14/2024</b>	<i>General Start Date</i>	<b>06/14/2024</b>
<i>Internal End Date</i>	<b>07/12/2024</b>	<i>General End Date</i>	<b>07/12/2024</b>

**Job Pools**

<i>Pool Name</i>	<i>Quantity</i>	<i>Requisition ID</i>	<i>Requisition Title</i>
<b>Default</b>	<b>1</b>		

**Alternate Job Contact**

<i>Name</i>	<i>Title</i>
<i>Location</i>	<i>Phone</i>
<i>Email</i>	

**References**

*Automatically Send  
Reference Check*      **Yes**

*Reference Check  
Form*

**Support Staff Reference Survey**