



City of Colonial Heights, Virginia

Chief of Fire & EMS

The City of Colonial Heights is seeking a highly experienced professional to serve as Chief of Fire & EMS to provide overall direction and leadership of the City's Fire & EMS Department. This position, which reports to the City Manager, is responsible for coordination, management, and administration of all Fire & EMS department related activities.

- ♦ **Salary Range:** \$87,889 - \$151,322; DOQ (Negotiable)
- ♦ **Application Deadline:** Open Until Filled. First review of applications to begin by October 11, 2024.

Examples of Duties

Plans, organizes, and directs the operations of the Fire & EMS Department. Administers the Operations Division, Fire Inspections and Investigations Division, Emergency Communications Division and Emergency Management Division. Develops, presents, and implements policies and procedures. Evaluates program effectiveness; determines new program, equipment, and facility requirements; determines assignment of personnel and equipment. Evaluates staff effectiveness and recruits staff. Directs development of short-term and long-term plans, goals and objectives. Plans and coordinates programs with other City agencies, local jurisdictions, State and Federal agencies, and represents the City on various boards and committees. Confers with representatives of public and private agencies on varied fire-prevention and fire-protection problems. Directs emergency services activities. Prepares, administers, and tracks budgets. Addresses public inquiries and resolves complaints. Performs command and control functions at major incidents. Other duties as assigned.

Education & Experience

- High School Diploma and over ten years directly related command level supervisory experience or,
- A Bachelor's Degree and up to ten years directly related command level supervisory experience or,
- any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

Must possess:

- Appropriate Firefighter and EMS certifications including Virginia state EMT-I (Intermediate) or EMT-P (Paramedic) or equivalent; Executive Fire Officer certification desirable.
- Certifications for VDFP or ProBoard Fire Officer II or higher, VDFP or ProBoard Fire Instructor II or higher, Hazardous Materials Operations or higher, and EVOC 3 or higher.
- National Incident Management System/Incident Command System (NIMS/ICS) 100, 200, 300, 400, 700, 800 course certifications.
- Valid driver's license.
- Comprehensive knowledge of modern fire and emergency services management administration and management.
- Extensive knowledge of fire prevention, suppression, investigation, and inspection; emergency medical service, disaster planning and management; and emergency communications.
- Comprehensive knowledge of and the ability to interpret and apply Federal, State and local laws, ordinances, and regulations pertaining to fire safety and EMS activities.
- Demonstrated and extensive administrative and leadership experience.
- Strong management, organizational, and interpersonal skills; experience in the principles and practices of administration, supervision, and training.
- Excellent communication (oral and written) and presentation skills; must have a clear and open communication style.
- Ability to establish and maintain effective communication and cooperative working relationships with employees, management, City officials, State and Federal authorities, civic leaders and the general public.

To Apply: All candidates must submit a complete City of Colonial Heights online employment application. Visit the City's web site at www.colonialheightsva.gov to apply online and view full announcement.

The City offers an excellent benefits package including: health insurance with dental and vision coverage (Anthem, Delta Dental, & Blue Vision), retirement (VRS & Mission Square), life insurance, supplemental retirement (Roth IRA & 457 Def. Comp.), voluntary benefits (FSA & Colonial Life products), EAP, and paid leave and holidays.

The City of Colonial Heights is an Equal Opportunity Employer.