



Washington

FIRE CHIEF

\$182,750 - \$215,000

Plus Excellent Benefits

Apply by

November 15, 2020

(First Review, Open Until Filled)

PROTHMAN



WHY APPLY?



Located in Pierce County, Washington on the quiet and beautiful Gig Harbor Peninsula, Pierce County Fire District #5, also known as Gig Harbor Fire & Medic One (GHFMO) is a fire district that

serves a community located along the western shores of the Puget Sound and Gig Harbor Bay. The region has a rich history as pioneers of fishing, farming, milling, steamboats, ferries, and bridges. Due to the region's close access to several state and city parks, and a historic waterfront that includes boutiques and fine dining, the region has become a popular tourist destination.

The community prides itself on its remarkable atmosphere, natural beauty, exceptional schools, many parks and beach areas. Gig Harbor Fire and Medic One offers the right candidate an outstanding opportunity to work with an excellent staff in a dynamic organization that enjoys widespread community support and is a visible partner in the community. If you are looking for a position that will provide you with great satisfaction at the end of the day, this is the job and community for you!

THE COMMUNITY

The Fire District is located on the Gig Harbor Peninsula, across the Tacoma Narrows Bridge. District's service area, the Gig Harbor Peninsula, Fox and Raft Islands, encompasses approximately 54 square miles of urban, suburban, and rural lands and 59.2 miles of shoreline. Home to nearly 52,000 residents, the District's scenic location draws many visitors to enjoy several regional events, beautiful parks, walking and biking trails as well as miles of Puget Sound shoreline.



The largest city on the peninsula, Gig Harbor, covers 5.96 square miles and is a charming, historic city with a local population of approximately 9,500 and a daytime population of over 18,000. Having a maritime-based heritage, Gig Harbor's private marinas and public boat docks, diverse local businesses, lively neighborhoods, active community involvement, and award-winning schools have together created a strong sense of community. The City offers quaint shopping opportunities, a brand new Welcome Plaza at Skansie Brothers Park with a viewing platform allowing a birds-eye view over the waterfront, kayak, paddleboard and boat rentals, and year-round harbor boat tours, along with Summer Sounds at Skansie Park, Movies in the Park, Wet Coast Brewing Company, 7 Seas Brewing, Heritage Distilling Co. and the famous Tides Tavern, which offers house-made food and beverages.

Nearby recreational attractions and activities include golfing at Gold Mountain Golf Course and Chambers Bay - the first course in the Northwest to welcome the U.S. Open Championship, sight-seeing and hiking at the 369 square-mile Mount Rainier National Park, wildlife encounters, world-class fishing, whale watching in the Puget Sound, and skiing and snowshoeing at Crystal Mountain Resort, and Snoqualmie Pass Ski areas, each under 2 hours away.

For an overview of the entire region, please view the attachment found [here](#).

THE DISTRICT & POSITION

The District was originally formed as a volunteer service and is now a combination department of 124 career and 15 volunteer fire fighters operating on a 2020 budget of \$28 million. In 2019, the District responded to 6,706 calls including 142 fire calls, 5,043 aid calls, and 1,512 non-EMS calls. The District is governed by a Board of five (5) Fire Commissioners elected by the voters of the District. The management team includes the Fire Chief, four Assistant Chiefs, an Executive Assistant, a Human Resources Program Manager, an Administrative Services Manager, one Accounts Payable person, one Payroll and Benefits Program Manager, and three full-time Administrative Assistants. The District also runs its own vehicle and facility maintenance programs with three mechanics and two facilities technicians operating out of the District Shop. Four divisions also support the operations and response staff including a Division Chief of Training to coordinate the mandated training for all personnel, a Division Chief of Emergency Medical Services who supervises the advanced and basic life support program, a Division Chief of Logistics, and a Prevention Division that oversees all public education and fire inspections. The Prevention Division is staffed with one Division Chief, one Fire Inspector and one Prevention Specialist.



Utilizing nine (9) fire stations, five (5) of which are staffed full-time, the District provides fire protection and emergency medical services to a region of Pierce County of approximately 54 square miles in size. This Primary Response Area (PRA) includes the City of Gig Harbor, Fox Island and Raft Island. The service area has five elementary schools, three middle schools and three high schools as well as the Washington State Corrections Center for Women.



The PRA includes low, medium, and high-density residential housing, moderate intensity commercial properties, some rural forested lands, and many waterfront houses with difficult access. Over 97% of the Primary Response Area (PRA) is accessible by District apparatus within 5 minutes from the nearest Fire District 5 Station if the station is staffed and the crews are in the station at the time of the call.

The District's natural assets present challenges for the District, as much of the road system follows the original "lay of the land" road network which connected communities originally served by boats. This creates today's challenges of gaining access to residences and business without a modern-day transportation layout. The District is also bisected by State Route 16, which runs primarily North to South, linking the City of Tacoma and the Kitsap Peninsula and the City of Bremerton.

Under direction of the Board of Fire Commissioners, the Fire Chief provides executive level leadership to the District in support of its mission, vision, core values, and guiding principles. The Chief is responsible for strategic planning, development of short- and long-range goals and policies to ensure operational readiness, effective life and property protection, successful administrative programs, and financial stability of the District within a reasonable time and at an acceptable cost to Pierce County Fire District #5 and mutual aid areas.

For a full job description, please view the attachment found [here](#).

OPPORTUNITIES & CHALLENGES

Leadership

The new Chief will be a strategic thinker and collaborative at all levels of the organization. Working with both elected leaders and District staff to define and implement strategies in the areas of providing services to a growing population, impacts of the pandemic and financial stewardship of the agency. The new Chief will need to be able to make timely decisions in a team-oriented atmosphere, placing the needs of the agency first and foremost in that process. Mentoring and team building should be a top priority for the new Chief.

Operational Staffing

In recent years, the District has focused their budget on growing their on-duty staffing. The District is working towards a staffing model of three-member engine companies and the potential addition of a ladder company. In addition, the District is striving to achieve the most equitable coverage possible for their growing population while remaining fiscally sound. Over time, the need to staff outlying stations will also need to be addressed. The new Chief will need to guide the District through these operational changes as the District evolves, and the needs of the community continue to grow.

Facilities and Equipment

Recent budgets have focused on improving operational and administrative staffing levels. There is now a growing need to meet future capital needs such as facility upgrades and apparatus replacement. While the District is not in a crisis mode at this time, the new Chief will need to assist the Board in developing long-term funding solutions for these needs. These solutions may include voter-approved initiatives or other efforts to enhance revenue.

Organizational Growth

The new Chief will have the opportunity to take an exceptionally good organization and provide the leadership needed for it to excel. The foundation is in place to continue building the District not only in size, but organizationally through policy development, mentoring of personnel and a forward-thinking approach. Supported by a solid financial base, a collaborative labor/management relationship and a supportive Board, the pieces are in place for the next Chief to be successful.

Communication

The current Chief has established a legacy of strong relationships with the Board of Commissioners, administrative staff, and the labor group. Continuing these positive relationships, being inclusive and decisive in decision making processes and ensuring authority is properly delegated will be critical for the new Chief.

Community Relations

While having a growing population (over 50,000), Gig Harbor still has a small-town feel. It will be critical for the new Fire Chief to become an engaged part of this community. Being a visible presence and advocating for the District with social and political acumen is important to the success of both the Chief and the organization.

IDEAL CANDIDATE

Education and Experience

A bachelor's degree in fire administration, business administration, public administration, or a closely related field and a minimum of ten (10) years of progressively responsible, full-time, paid experience with a complex fire service organization, with at least five (5) years supervisory or command experience, or higher, or any combination of experience and training that provides the desired skills, knowledge, and abilities to effectively manage the District is required.

The selected candidate must have successful and demonstrated leadership experience in a similar-sized fire district or department, successful and demonstrated experience with a labor union to include contract negotiations, labor relations, and employment laws, and have or obtain a valid Washington State driver's license within 90 days of hire.

The ideal candidate will have successful completion or current enrollment in the Executive Fire Officer program, or a comparable leadership program, knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment, substantial knowledge of applicable federal and state laws, ordinances, standard operating procedures and regulations in fire service and operations, experience in budget development and management, strategic planning, organizational development, and experience in the Incident Command System and National Incident Management System.

Necessary Knowledge, Skills and Abilities:

- Experience as a Chief Officer in a similar-sized (or larger) fire department with a history of progressive and proactive program development.
- Experience working with a City Council or Board of Directors to build achievable goals that will take the agency to the next level of service.
- Political acumen and sensitivity to be effective within a broad range of interests.
- Candidates must understand their role as the Chief Executive Officer and balance their position as an 'employee' of the Board, with that of being the 'head coach' for the staff and the 'advocate/liaison' to the community.
- Excellent executive leadership skills and a comprehensive knowledge of all facets of fire and emergency medical services, including the management of Advanced Life Support programs.
- The ability to ensure future-focused strategic planning is in place through the utilization of data-driven decisions and industry best practices.
- Strong financial acumen and solid experience in budgeting and long-range financial planning.
- Exceptional written and oral communication skills which will be used to communicate policies and strategic vision to staff and citizens in a clear and concise manner.
- The ability to lead by example setting the standard for all employees, and must have a strong and confident presence, be a good listener, be accessible and understand the importance of maintaining close and consistent communication with staff.
- A track record for delivering results, building accountability for staff at all levels and creating a positive working environment characterized by teamwork and innovation.
- The ability to engage and communicate with community members in a timely manner regarding the mission, needs and goals of the organization.

- The ability to craft strategies to improve diversity of the organization and create a welcoming and accepting environment.
- Develop, improve, and work within a Strategic Plan to achieve organizational goals and objectives.
- The ability to build and maintain a positive working relationship with organized labor and an understanding of applicable state laws related to labor relations.

**COMPENSATION & BENEFITS**

- **\$182,750 - \$215,000 DOQ**
- Medical/dental/vision – employer paid at 100%
- Holidays – 120 hours annually
- Vacation – 137 hours annually deposited on anniversary date (years 1-5)
- Retirement – LEOFF (DOQ)
- Health Reimbursement Account (HRA) - employer funded at \$535 per month
- Deferred compensation – District match up to 6% of gross annual income
- Sick leave – Starting balance 160 hours plus 16 hours per month
- Education – two-year degree = 2%; four-year degree = 4%
- District provides vehicle and cell phone

Please Visit:
www.gigharborfire.org

Gig Harbor Fire and Medic One is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **November 15, 2020** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**Gig Harbor Fire and Medic One, WA – Fire Chief**", and click "**Apply Now**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

371 NE Gilman Blvd., Ste 310
Issaquah, WA 98027
206.368.0050