



St. Helens, Oregon

FIRE CHIEF

\$135,000 - \$143,000

Plus Excellent Benefits

Apply by

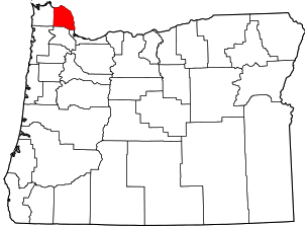
November 1, 2020

(First Review, Open Until Filled)

PROTHMAN



WHY APPLY?



Headquartered in Columbia County, Oregon in the City of St. Helens, Columbia River Fire & Rescue (CRFR) provides services to 185 square miles of Columbia County

to four of the County's seven incorporated cities, including the City of Rainier, the City of Prescott, the City of Columbia City, and the City of St. Helens.

CRFR provides an opportunity for an experienced fire professional to work with a supportive Board and administrative staff, a collaborative Labor group and an engaged volunteer force that all want to be part of a cutting-edge fire and rescue service. If you are interested in making a difference in a welcoming community that takes pride in its natural beauty and would like to lead a dedicated staff in an organization that places a high value on providing outstanding customer service, this is the position for you!

THE COMMUNITY

Located at the Northwestern tip of the Oregon and Washington State border, Columbia County, Oregon is home to 51,900 residents. The vast Columbia River serves as the County's northern and eastern border and provides residents and visitors an abundance of land and river activities all while being surrounded by beautiful pacific northwest views. The region is proud to be a part of the route for the Seattle to Portland (STP) Bike Race each year, along with the Hood to Coast relay; the most popular relay race in the world that annually draws participants from over 40 countries. Both STP and the Hood to Coast Relay pass through the cities of Rainier, Prescott, St. Helens, and Columbia City.



The City of St. Helens (pop. 13,800) is the largest city within the County in both size and population and has been the County Seat since 1857. Originally founded and named 'Plymouth' in 1845 by a Captain and Native of New England, St. Helens was renamed to pay homage to the massive active volcano Mount St. Helens in 1850 due to its dominant, beautiful, picturesque presence on the horizon. St. Helens is located roughly 85 miles from ocean beaches and Oregon Coast towns such as Seaside, and just 30 miles from the City of Portland, Oregon, and the City of Vancouver, Washington. The City of St. Helens offers year-round entertainment such as walking tours, campgrounds, restaurants, the historic Columbia Movie Theater, boutique and souvenir shops, and an abundance of river access areas from parks, beaches. The local marina also provides access for boats and watercraft to launch. Each October, the City gets tens of thousands of visitors each weekend during the City's 'Spirit of Halloweentown' event. St. Helens is well known for being used as a filming location for the Halloween classic "Halloweentown". Every year since the release of the movie in 1998, St. Helens celebrates the movie and all things Halloween with a month long event consisting of photo opportunities with the famous pumpkin, a haunted hotel experience, museums and exhibits, street performances, costume contests, dance lessons, a self-guided walking tour, pony rides, and a vendor village for shopping, eating, music, and more.

Just off the river shore on a 31.7-acre island in the middle of the Columbia River in St. Helens, residents and visitors can enjoy the Sand Island campground; a popular reservation overnight destination that features docks, trails, campsites, water adventures, and picnic tables. Accessed via boat shuttle, the campsite offers visitors great views of Mt. St. Helens in Washington State and Mt. Hood in Oregon State.

Just 20 minutes north of St. Helens, the City of Rainier (pop. 2,006) is primarily residential and surrounded by a variety of other rural communities. Residents enjoy the City-hosted Rainier Days in the Park each July, located at the Rainier City Park on the Columbia River. The event offers carnival rides and games, a large variety of booths to purchase crafts, clothing, jewelry, food and beverages, and a massive firework show that has continually been voted 'Best Fireworks on the Columbia River' since 2011. Just north of the park is the Lewis and Clark Bridge, which spans the entire width of the Columbia River and connects Rainier to Longview, Washington.

THE DEPARTMENT

As the result of a merger between Rainier Rural Fire District and St. Helens Rural Fire District in 2002, Columbia River Fire & Rescue is overseen by an elected 5-person Board of Directors and provides services to over 27,000 citizens in 185 square miles of the eastern side of Columbia County, Oregon. CRFR operates on a 2020 annual budget of \$14 million with approximately 55 FTEs, from seven fire stations strategically located throughout the combined Fire District. An Administration Office, Joint Maintenance Facility, and the Lee Broadbent Training Center are also located within the District. CRFR has maintained an ISO rating of 4 within the city limits of St Helens, Columbia City, and Rainier. In 2020, CRFR's response request has increased to over 5600, and had an average increase of 21% over a 6-year period.

The Critical Infrastructure where CRFR either has primary or mutual aid responsibilities include: US Highway 30, the Lewis and Clark Interstate Bridge, Dyno Nobel (chemical plant), a BPA power substation, the County Emergency Operations Center, the County Communications District (911), the City and County government buildings, the County Port properties and shipping lanes, the Portland General Electric Power Plant, the Regional Educational Service District, all School District buildings and properties, a Municipal Airport, natural gas storage tanks and natural gas lines, Railroad lines serving the Northern Oregon coast, the Columbia River (International Waterway), a nuclear reactor spent fuel storage facility, multiple pulp and paper mills, manufacturing and industrial ports and shipping, Interstate 5 (interstate highway) and Mt. St. Helens (semi-active volcano).



CRFR's Operations Division works closely with Safety/Training, EMS, and Fire Prevention to forecast the future needs of the District, and understands that fire service is an ever-evolving entity that continues to be tasked to deal with challenges from local, State, and Federal agencies. CRFR maintains an all-hazard response capable department which requires that CRFR has the best training, tools, and equipment to meet these demands.

THE POSITION

Under the direction of the Board of Directors, the Fire Chief is responsible for the administration of all personnel, equipment, and budgeted funds of the Fire District. The Chief directs the assignment of and discipline of both paid personnel and volunteers, the requisition of materials, supplies and equipment. The Chief is also responsible for overall command of fire suppression, fire prevention, fire investigation, emergency medical service, and public education, the development of short- and long-term plans for the District's operations, maintenance, repair, improvements, and the replacement of apparatus, equipment, stations, and all other property of the Fire District, and the training of all personnel in the proper methods of fire-fighting, EMS and the proper use of all Fire District apparatus and equipment. The Fire Chief ensures the District's financial plans and practices meet the requirements of the District, Budget laws and modern accounting practices.

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

OPPORTUNITIES & CHALLENGES

Leadership: The new Fire Chief will have a supportive Board and administrative staff, a collaborative Labor group and an engaged volunteer force that all want to be part of a cutting-edge fire and rescue service. An experienced leader will draw on the strengths of existing staff as they prepare to expand the organization to meet the challenges of population growth and increasing calls for service. The continued development of policies, procedures and organizational accountability at all levels is critical to the future of the organization. The Fire Chief will need to be visible and dynamic. Leading by example with excellent communication skills, a positive attitude, and the ability to follow through on commitments are skills critical to this position.

Financial Stability: The Board and current staff have worked together to put the district in an excellent financial position with existing plans for apparatus replacement and additional employees. The department does have a need for facility upgrades/replacement in the future. The new Chief will assist the Board in crafting a strategy to address funding this need. In addition, the pandemic's impact on revenue is not yet known. The Fire Chief and Board will have to collaborate on a solution should these impacts be significant.

Community Relations: As the organization prepares itself for future expansion, the new Fire Chief will need to be proactive in communicating the mission and needs of the department to the public to ensure continued support. Cultivating trust-based relationships with community members, key stakeholders and regional partner agencies is crucial to our mission and improving future service levels to our growing population. The Fire Chief will need to ensure he or she is seen as Fire Chief for all communities served by the District.

Growth: The agency covers a truly diverse area of suburban communities and semi-rural areas. As these areas fill in with a growing population, the agency is being taxed with increasing ALS/BLS transport volume. This increase is challenging first response capability to both fire and EMS emergencies when multiple incidents occur simultaneously. The new Fire Chief will need to craft strategies to deal with this increasing workload.

Strategic Planning: The Districts current Strategic Plan is ready to be updated. The new Chief will be a key part of crafting a long-term vision for the department, setting goals and objectives. The Chief will then work with the Board and staff in creating strategies to meet these agreed upon objectives. Being able to craft and articulate a long-term vision for the organization is critical to this position.

IDEAL CANDIDATE

Education and Experience:

A bachelor's degree in fire service administration, business administration, political science, or a related field, and a minimum of seven (7) years of progressively responsible experience is required. Candidates must have the following certifications: NFFPA Hazardous Materials Awareness, NFFPA Hazardous Materials Operations, NFFPA Firefighter 2, NFFPA Fire Instructor 1, NFFPA Fire Officer 4, IS-100 through IS-800.

The ideal candidate will have a master's degree or above in fire service administration, business administration, public administration, political science or related field, and have the following certifications: NFFPA Instructor 2, NFFPA Hazardous Materials Incident Commander, National Fire Academy Executive Fire Officer, DPSST Advanced Fire Service Institute, Emergency Medical Technician - Basic or above, NWCG Structure Fire Protection Specialist, and NWCG Operations Section Chief Type 2 or above.

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 both career and volunteer staff.
- 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 the fire service and EMS, especially 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 clearly communicate the policies and strategic vision to staff and citizens in a clear and concise manner.
- The ideal candidate will lead by example setting the standard for all members 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 communicate with community members on a timely basis regarding the mission, needs and goals of the organization.
- The ability to craft strategies to improve the diversity of the organization, creating a welcoming and accepting environment.

COMPENSATION & BENEFITS

- **\$135,000 - \$143,000 DOQ**
- Medical, Dental, and Prescription Insurance
- Disability Insurance
- Life insurance
- Oregon PERS
- 10 Days Vacation
- 3 Days Sick leave/month
- 8 Holidays Including 4 Floating Holidays
- District Vehicle



**For more information,
please visit:
www.crfr.com**

Columbia River Fire & Rescue is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **November 1, 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 "**Columbia River Fire & Rescue, OR – Fire Chief**", and click "**Apply Now**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the website as instructed on the form.



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