



CITY OF
KALISPELL

MONTANA

FIRE CHIEF

\$89,282 - \$114,289

Plus Excellent Benefits

Apply by

March 28, 2021

(First Review, Open Until Filled)

PROTHMAN



THE REGION



Situated in northwestern Montana, the City of Kalispell is a dynamic community of 22,000 residents located just a thirty-minute drive of Flathead Lake, Whitefish Mountain Ski Resort, Blacktail Mountain

Ski Resort, Glacier National Park, several National and State forests and parks, and the Bob Marshall Wilderness area. Each area provides unique recreational opportunities for residents and visitors to experience the outdoors. Those looking to stay within the City can enjoy Kalispell's 419 acres of maintained parkland and natural open space, including 28 city parks. The City also offers a variety of Concerts, Youth Camps, Afterschool Programs, Aquatics, Special Events, Sports, and Cultural Classes.

The City of Kalispell is the retail, professional, medical, and governmental center of the Flathead Valley serving approximately 140,000 people in Northwest Montana. Investment in the City of Kalispell has increased, and tourism remains a strong economic driver for the region. The City is also the historical hub of the valley, offering residents and visitors a glimpse of the past with the Conrad Mansion and Central School Museum. Art lovers can visit the Hockaday Museum of Art or any of the many galleries located in downtown Kalispell and enjoy local art fairs and festivals that are hosted in Downtown Kalispell each year.

Kalispell boasts fantastic Public Schools including two High Schools, six elementary schools, a Middle School, a VoAg Center, and Linderman Education Center. Five private elementary schools and one private High School also serve Kalispell. With over 100 academic programs to choose from and a vibrant student life, Flathead Valley Community College also offers outstanding higher education opportunities taught by world-class faculty.

To learn more about the region and the many wonderful opportunities in Kalispell, please visit:

www.kalispell.com

www.discoverkalispell.com

www.kalispellchamber.com/kalispell-montana

THE DEPARTMENT

The Kalispell Fire Department is an all-hazard Fire and EMS department serving the City of Kalispell with a first due response area of approximately 14 square miles. In 2020, the Department responded to 3,931 calls from two strategically located stations, averaging 11 emergency responses per day. The Department operates on a 2021 combined fire and EMS budget of \$4.8 million, and has 33 FTEs including the Fire Chief, an Assistant Chief, an Office Specialist, and 30 career staff. Services provided by the Department include: Advanced Life Support Transport; Fire and Emergency Medical Response; Fire Company; Fire Inspections / Pre-Fire Planning; Hydrant; Inspections; Ice Rescue; Kalispell Police Special Response Team; Mutual Aid to neighboring jurisdictions; Northwest Hazardous Materials response team; Public Education; and Technical rescue.



THE POSITION

Under the general guidance and direction of the City Manager, the Fire Chief performs a variety of technical, administrative, and supervisory work in planning, organizing, directing, and implementing actions addressing fire and life safety risk reduction, and fire department operations. The Chief supervises the Assistant Chief(s) and other Department staff, officers, and firefighters through these subordinate officers. For a full job description, please view the attachment found [here](#).

OPPORTUNITIES AND CHALLENGES

1. Kalispell is a rapidly growing community. Having a strategic vision to plan for and align services and resources will be important to address increasing call volumes.
2. The Kalispell Fire Department operates Emergency Medical Services, including ambulance transport. Declining collections, in respect to services provided, places strain on the Department's operational budget. Though there are funding challenges, capital replacement has continued and is up to date.
3. A high performing department workforce has been established. Building on the abilities and competencies within the Department can aid in building the Department's leadership. One of the first acts will be to permanently fill the Assistant Chief vacancy.
4. A strong network of service delivery agencies exists in Flathead County. Communication amongst the agencies has been effective to coordinate such things as dispatch services and medical protocols. Maintaining these relationships will continue to be important in the future.

IDEAL CANDIDATE

Education and Experience:

Graduation from a college or university with a bachelor's degree in fire science, public administration, or a closely related field and fifteen (15) years of experience in fire and emergency medical service work, including five (5) years of which must have been equivalent to fire chief, captain, or battalion chief is required.



Completion of the on-campus Command and Control Class series at the National Fire Academy, or The Blue Card Command Program is preferred. Candidates must possess or be able to obtain a valid Montana State Driver's License and must be able to prove satisfactory driving history. The selected candidate will be expected to be able to respond from home to the closest Kalispell Fire Station within 15 minutes under normal driving conditions.

Any equivalent combination of education and experience may be considered.



Necessary Knowledge, Skills and Abilities:

- Extensive knowledge of professional fire department all-risk prevention and suppression, operations, and emergency medical services principles, procedures, techniques, and equipment.
- Considerable knowledge of applicable Federal and State laws, City ordinances, departmental standard operating procedures, and regulations as it relates to fire departments and ambulance service.
- The ideal candidate will bring a broad perspective and new ideas to the department, while maintaining the ability to listen first before making immediate changes.
- Excellent communication skills both verbally and in writing.
- Experience in a transport agency.
- The ability to be open, honest, and take a collaborate approach. The selected candidate will have proven integrity, display skills as a mentor, and have experience developing and promoting staff.
- Experience as a community leader, and a willingness to becoming vested in the community and the lifestyle of Kalispell.

COMPENSATION & BENEFITS

- **\$89,282 - \$114,289 DOQ**
- 100% paid medical and dental insurance for employees. Reduced rates for dependents.
- State retirement plan
- 3 weeks (120 hours) vacation per year
- 12 days (96 hours) Paid sick leave per year
- 10 holidays
- This position may be participating in a VEBA program



**Please visit:
www.kalispell.com**

The City of Kalispell is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **March 28, 2021** (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 "**City of Kalispell, MT – 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

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