



WASHINGTON

FIRE CHIEF

\$90,000 - \$130,000

Plus Excellent Benefits

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April 11, 2021

(First Review, Open Until Filled)

PROTHMAN



THE REGION



Established in 1909, Grant County is named after U.S. President Ulysses S. Grant and today is the fourth largest county in Washington by area, encompassing roughly 2,791 square miles. Forged by ancient lava flows and then scoured by the Lake Missoula Ice Age Floods, Grant County is home to some of the most uncommon and beautiful topography in the world.

The County's 95,000 residents enjoy 300 days of sunshine, more than 140 lakes and reservoirs including Banks Lake and Moses Lake, and world-class fishing, hunting, hiking, camping, bird and wildlife watching, boating and water sports, and many spectacular golf courses. Grant County also has an abundance of off roading areas near Moses Lake and Beverly, which feature rolling sand dunes, breathtaking waterfront, and plenty of space to have fun!

The City of Mattawa, home to Grant County Fire District No. 8, is located in the rural southern edge of Grant County and is nestled between the Saddle Mountains, the vast Columbia River, and acres of orchards and vineyards. Though the City's limits include mostly residential living, the City's estimated 4,437 residents have close access to nearby entertainment and recreation from golf at the 18-hole course at the Desert Aire Golf Club, to visiting local parks, locally owned wineries, orchards, and restaurants, experiencing the Wanapum Heritage center, and reading at the Mattawa Public Library. The region also provides access to river front activities such as camping, boating, and fishing. The area is also serviced by the Wahluke School District which hosts 2,592 students grades PreK-12.



Thirty miles north of Mattawa, bordering the County's west side above the Columbia River gorge, the Gorge in George is a remote 20,000-capacity concert venue with vast Columbia River Gorge views. The venue hosts many national touring acts and festivals each year and is one of the County's many attractions that draws an abundance of visitors each year.

Continuing thirty miles east along Interstate-90, the City of Moses Lake is the County's largest city. The main attraction in Moses Lake is the lake that shares the City's name which attracts many visitors to enjoy water sports activities on the lake each year. The lake has 120 miles of shoreline, covers 6,500 acres, and is one of the largest natural freshwater lakes in the state. The area's Surf 'n Slide Water Park is also a top attraction for Moses Lake and is considered the state's premier outdoor aquatic center.

To the northwest of Moses Lake, the county seat, Ephrata, is centrally located within Grant County. The City offers several miles of walking and biking trails, a number of public parks, and hosts several annual events including Basin Summer Sounds at the beautiful and historic Grant County Courthouse, the Sage-n-Sun Festival that includes craft and food vendors and a parade, and the Beezley Burn mountain bike race.

THE DISTRICT

Grant County Fire District No. 8 (District) is a combination fire department that provides fire and EMS services to roughly 248 square miles of the diversified lands of southern Grant County, including orchards, vineyards, row crop farmlands, wildlands, and urban areas. Through mutual aid agreements with District 10 and local contract agreements, other service areas include two hydroelectric dams, the Wanapum Heritage Center, Priest Rapids Fish Hatchery, Vernita Rest Stop, the unincorporated towns of Beverly and Schawana, the City of Mattawa, and the local school district.

The Board of Fire Commissioners (Board) consists of five elected members who function as the executive and legislative authority for the District. The Board strives to be forward-thinking to allow the district to grow and meet the changing times in the fire service. The District functions with 7 FTE's and over 20 volunteers on a 2021 operating budget of \$1,489,235 and a general fund of \$1,200,517. The District has seen a 30% call increase in the last five years, and in 2019 responded to a record number of fire calls and EMS calls at roughly 48 calls per month.

The District currently has three stations all located within a ten-mile radius of each other. A new Station 81 currently under construction. Station 81 is the District's main administrative office and will be located 1.5 miles north of the City of Mattawa. Station 81 is the only manned station out of the three and houses the most apparatus: two ambulances, one structure engine, one heavy rescue engine, two brush trucks, one quick response vehicle, one tender, and one command vehicle. Station 82 is located 5 miles south of Mattawa, and houses an ambulance, structure engine, quick response vehicle, brush truck, and tender. Station 83 is just 10 miles east of Mattawa and is surrounded mostly by agricultural lands and is the closest to an international hay product processing plant. Apparatus at Station 83 includes one ambulance, one structure engine, one brush truck, and one tender.

THE POSITION

Under the general direction of the Board, the Fire Chief (Chief) administers the day-to-day operations of the District and performs a variety of technical, administrative, and supervisory work in planning, organizing, directing, and implementing fire prevention, suppression, and emergency medical services according to the policies of the Board to prevent or minimize the loss of life and property by fire or medical conditions. The Fire Chief prepares and submits a variety of reports, including the annual report of activities, monthly to the Board, and the Chief also maintains communication with the Board, State, County, local businesses, and local officials. The Chief establishes and maintain effective working relationships with career and volunteer personnel and plans, organizes, trains, evaluates, and directs the work performance of personnel. To view the full job description, please view the attachment found [here](#).

OPPORTUNITIES AND CHALLENGES

Community Relations: With several mutual aid agreements, the Chief will need to continue engaging with mutual aid partners and the public to ensure their support and trust. A visible, engaged Chief is critical to this position.

Strategic Planning: Experience overseeing the development and implementation of Strategic Plans is essential. The Chief will need to help the community, staff, and the Board of Commissioners to articulate a shared vision for the organization and then work within that document to achieve goals and objectives for long-term success.

Financial Management: The District is currently in a good financial position due to conservative policies and excellent planning. Tax levies were passed in 2018 and 2019 for maintenance and operations. The District was successfully awarded FEMA grants for staffing and equipment and recently applied for an apparatus replacement grant. The District has a debt service loan for the construction of the new station. The District has a detailed apparatus and equipment replacement program as well. There will be a need for long-term financial planning to ensure the District remains in a positive financial position. Experience in developing and managing budgets is critical.

Leadership: Providing positive leadership to a cohesive team of career and volunteer staff is critical to this position. The Chief needs to create a mentoring environment, build trust, and ensure that training, equipment, and administrative needs are met. The ability to delegate and use the strength of the whole team is important to ensuring progress is made and employees are actively engaged in the organization.



IDEAL CANDIDATE

Education and Experience:

Candidates must have a minimum of five (5) years of progressively responsible, full-time, paid experience in a career or combination career/volunteer department, and at least three (3) years of experience in command, management, or supervisory level position of Captain or higher. A degree in fire administration, public administration, or a closely related field is preferred. An associate degree with successful combination of education, training, and experience will be considered. The selected candidate will be required to reside within the District and possess a valid Washington State Driver's license by the time of hire.

Necessary Knowledge, Skills and Abilities:

- The ideal candidate for the District must be a proven professional that has demonstrated experience in a combination fire department and has a broad knowledge in all facets of Fire and EMS. Understanding the complexities associated with ambulance transport, ambulance billing, and wildland firefighting are essential for the successful candidate. A candidate with multi-lingual skills is highly desirable.
- The new Chief will place a high priority on developing trust amongst the career and volunteer staff and the Board; doing so in a manner that is transparent, supportive, and with sensitivity when appropriate.
- The new Chief will work closely with staff to enhance the volunteer program through creative and innovative approaches specifically intended to enhance the District's capacity to improve service delivery to the citizenry.
- The ideal candidate values the input of all members of the District in helping to determine the need for resources, training, and program development by capitalizing on the strengths and experiences of the current membership. A shared leadership philosophy and strategic planning should be valued.

- The selected candidate will be comfortable participating in the local community, fostering relationships with community partners (local and regional), and advocate for the agency and community needs with the Board.
- The ideal candidate will develop a shared vision amongst the District personnel, share information in a transparent manner, and maintain confidence when required. He or she will embrace staff development, succession planning, and mentoring as key to the District's current and future success.
- Experience in budgeting, levy lid lifts, EMS levies, and grant application processes at the local, state, and federal level and have demonstrated ability to formulate, implement, and manage operating and capital budgets.
- Experience in program development, strategic planning, and labor relations.
- The ideal candidate will value open and transparent relationships as a key to success. This includes providing and receiving feedback on a variety of topics, which includes performance, when appropriate.
- Ability to evaluate organizational design and make changes that are necessary to support the day-to-day operations of the District.

COMPENSATION & BENEFITS

- **\$90,000 - \$130,000 DOQ**
- Medical, dental, vision, and life insurance for employees (dependents covered at 50% after one year of service, increases up to 80% in the following years of service).
- LEOFF Plan 2 Retirement
- Personal time and sick leave
- 10 paid holidays
- Air ambulance insurance and other insurance policies that cover accidents, disability, etc.

**Please visit:
www.gcf8.net**

Grant County Fire District No. 8 is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **April 11, 2021** (first review, open until filled). Applications, supplemental questions, resumes, and cover letters will only be accepted electronically, and can be uploaded once logged in. **To apply:** go to www.prothman.com, click on "Open Recruitments," select "Grant County Fire District No. 8, WA – Fire Chief," and click "Apply Now," or click [here](#).



www.prothman.com

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