



Washington

FIRE CHIEF

\$120,000 - \$140,000

Plus Excellent Benefits

Apply by

May 7, 2023

(First Review, Open Until Filled)

PROTHMAN



THE COMMUNITY



Grays Harbor County, Washington is an excellent destination for those looking to explore the beauty of the Pacific Northwest. Elma, Malone, and Porter are three charming communities that offer an authentic small-town experience.

Elma, home to the East Grays Harbor Fire & Rescue headquarters, lies within the Chehalis River Valley in Eastern Grays Harbor County, about 30 miles West of Olympia and 40 miles East of the Pacific coast. Elma is a picturesque city home to 3,500 residents with a historic downtown area, several parks, and a variety of local businesses where residents and visitors can immerse themselves in the unique charm of small-town living. To the southeast of Elma, the communities of Malone and Porter offer a rural agricultural experience, perfect for those seeking a peaceful escape from the hustle and bustle of city life.

Grays Harbor County as a whole boasts a range of outdoor recreational opportunities, with numerous state parks, beaches, and lakes offering endless opportunities for hiking, camping, fishing, and boating. Additionally, the county hosts several local festivals and events throughout the year, celebrating the unique culture and heritage of the region. For motorsports enthusiasts, the Grays Harbor Raceway in Elma is the ultimate destination. The raceway hosts a variety of thrilling events throughout the year, including sprint car races, demolition derbies, and monster truck shows. The facility also features a family-friendly atmosphere with a kids' play area and food vendors offering a range of delicious options. With charming communities, stunning natural beauty, excellent school districts, and exciting motorsports events, this is a destination that truly has it all.



THE DISTRICT

East Grays Harbor Fire and Rescue (EGHFR) is a full-service local fire department agency that provides Emergency Medical Response and Transport along with Fire and Rescue Services to the communities of Bush Creek, Rural Elma, Malone, Porter, and Satsop in East Grays Harbor County. EGHFR operates with a five-member Board of Commissioners and is a progressive and fast-growing combination department made up of both career staff and volunteers. EGHFR provides top of the line emergency response service to those living or traveling through East Grays Harbor. EGHFR responds to approximately 2,300 calls annually over a 200 square mile response area which is home to a population of approximately 12,000. EGHFR is also the contract provider for EMS services including Basic and Paramedic level services to the City of McCleary and Grays Harbor Fire District 12.

EGHFR provides a wide range of services which include fire protection services for residential, commercial, and property areas, emergency medical services through on-call 911 services for East Grays Harbor County, inter-facility medical transports, EMS event standby for car races, motorcycle events, rodeos, and fairground events, rescue services, and motor vehicle collision response and extrication. EGHFR also handles one of the largest and fastest roadways in the county, responding to accidents for extrication and injuries.

THE POSITION

Working under the general direction and authority of the five-member Board of Fire Commissioners, the Fire Chief is responsible for all District employees, including volunteer personnel. The Fire Chief will plan, direct and oversee the operations of the Fire District including fire prevention, fire suppression, and emergency medical services with accountability for results in terms of costs, effectiveness, personnel, and methods. The Chief supervises District personnel through subordinate supervisors in the performance and effectiveness of their duties, communicates with the public on matters related to District activities and responsibilities, and administers all fiscal functions and policies of District.

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

OPPORTUNITIES & CHALLENGES

1. The current collective bargaining agreement has expired. The negotiation process is currently in process and may or may not be completed when the new Fire Chief comes on board.
2. EGHFR enjoys excellent public support. The new Fire Chief will need to spend time learning about the District to include the current staffing model and evaluate the need for additional staffing.
3. The District is currently operating out of a fire station that needs some repair/maintenance. A comprehensive review of the facilities will be needed.
4. A review of the current organizational structure is needed. The new chief will have the opportunity to identify and appoint a new deputy or assistant chief and fill a vacant administrative support person for the District.
5. Like most fire agencies across the country, EGHFR is experiencing challenges to maintaining its volunteer corp. The call volume is such that full-time staffing is required to maintain response times and continue with the advanced life support program EGHFR provides. The new Fire Chief will work closely with the Volunteer Coordinator on how to attract and enhance the recruitment and retention of volunteer firefighters. Ideally, the new Fire Chief will have experience or experienced the transition from an all volunteer fire department to a combination agency and can help guide the agency through a transitory time in its history.
6. With emergency medical services being more than 80% of its emergency workload, EGHFR will need to continue to hire additional EMT's or Paramedics in the future to sustain their EMS program.



EDUCATION & EXPERIENCE

- A bachelor's degree in fire administration, public administration, or a related field.
- Knowledge of administration, public or private sector business administration, or a closely related field and ten (10) years of paid, career fire and/or related emergency experience with at least five (5) years in a position of Battalion Chief or above, or training and experience that clearly demonstrates the candidate's ability to perform the essential functions of the position.
- Knowledge of fire science/emergency medical services/rescue services. Knowledge of administration practices and procedures, fiscal management, fire risk analysis, fire ground command, emergency management, personnel supervision and practices, federal, state, and local laws affecting areas of responsibility.
- A valid Washington State Driver's License.

THE IDEAL CANDIDATE

- Must be willing to relocate and reside within or 20 minutes from EGHFR jurisdiction.
- Experience in a combination fire department, a strong operational background, experience in the collective bargaining process, and the confidence and ability to build strong relationships inside and outside the agency.
- The ideal candidate places a high value on a respectful, welcoming and healthy work environment that values all its members and is very familiar with working in a fire department in a more rural environment. This includes advancing the agency by advocating for responsible and affordable growth in resources and has the political acumen to develop relationships with all members of the agency.
- The new Fire Chief will be responsible for responding to emergency calls after hours. The ideal candidate will engage in regular training with the career and volunteer staff when available; "a working chief."
- The ideal candidate will be a strong advocate for the fire District and will have the political acumen required to constantly balance the need for the firefighters, staff and the community.
- The ability to grasp the agency's pace for change and engage all stakeholders in the District's future regarding services and resources.



- The new Fire Chief will inspire great performance through actions and attitude, and see mentoring and professional development of the paid and volunteer staff as keys to success. This person will lead by example by always holding themselves accountable as well as others with the expressed purposes of maximizing the performance of members and service to the community.
- The ideal candidate will take the time to get to know the staff, get a firm grasp on their talents and engage with the team who have a strong interest in the future. Managing positive change is seen as a key to success.
- Exceptional oral and written communications skills demonstrated through active listening, careful consideration of information and knowing when taking action is appropriate. The new Fire Chief will be transparent and will see the value of getting to know the staff by spending time with them and being open-minded about new ideas or innovations. The ideal candidate will demonstrate excellent interpersonal skills and have a good sense of humor.
- The new Fire Chief will have experience in retaining and recruiting new volunteers who can function as a firefighter/EMT or in a support role. The ideal candidate sees the volunteer corps as also key to delivering services to the community and will work to improve staffing levels that will complement the career firefighters.
- The new Fire Chief will see Local 4075 as a partner in delivering services to the community. The new Fire Chief will meet on a regular basis with volunteer representatives and the L4075 executive board to improve communication, celebrate shared interests and address any conflict that may arise from time to time.
- The ideal candidate will approach relationships with a mindset that is open to new ideas and embrace a culture of family that will enhance the work environment and ultimately service to the citizens.
- Daily communications amongst staff and the Board will be clear and concise while fostering an environment of teamwork and inclusion. The ideal candidate will be self-confident, be willing to make decisions, change direction when needed and see commitments through to completion.
- Background and experience in strategic planning will be helpful in guiding the District forward and building teamwork. The new Fire Chief will be the central figure in working with staff to carry out and implement major programs for the fire District.
- The new Fire Chief will be fiscally responsible, be an advocate for accountability of community assets and work closely with the Board to advocate for a level of service that meets the needs of the community and within the District's authorized budget.
- Experience in collective bargaining; negotiations, MOU's, duty to bargain and developing a strong and positive relationship with Local 4075 Executive Board and members.
- The ability to be firm, fair, and consistent in the application of programs and standard operating procedures and invoke discipline when required. The ideal candidate will capitalize on 'teachable moments' in lieu of discipline whenever possible.
- Interaction with the on-duty officers and firefighters on a daily basis is an important aspect of the position as the Fire Chief is currently the direct supervisor for the shift captains. The daily interaction will be for officer mentorship, fostering consistency across the shifts, and the completion of collateral duties by providing oversight of the operation.



COMPENSATION & BENEFITS

- **\$120,000 - \$140,000 DOQ**
- Medical/Dental/Vision: PPO+ plan with 100% employee and dependent coverage.
- Sick Leave: 12 hours per month up to a maximum of 960 hours.
- Vacation: 16 hours per month up to a cap of 240 hours.
- 12 paid holidays annually.
- LEOFF retirement.

For more information on East Grays Harbor Fire & Rescue, please visit:

www.eghfr.org



East Grays Harbor Fire and Rescue is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **May 7, 2023** (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 "**East Grays Harbor Fire & Rescue, WA – Fire Chief**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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