



WASHINGTON

FIRE CHIEF

\$196,639 - \$212,848 DOQ

Plus Excellent Benefits

Apply by

October 6, 2024

(First Review. Open Until Filled)

PROTHMAN



THE REGION



Named as one of the Best Places to Live in America by Outside Magazine, Spokane, Washington is the second-largest city in Washington state, home to approximately

210,000 residents. Located in the eastern portion of the state, approximately 20 miles from the Washington-Idaho border, the Spokane MSA has a population of over 670,000. The city’s nickname is the Lilac City and claims to fame include being the birthplace of the Father’s Day holiday, the hometown of Bing Crosby, and the host of the 1974’s World’s Fair.

Spokane is a major commercial, industrial, educational and transportation hub for an approximately 80,000 square mile area encompassing three states and two provinces. The regional economy is well-rounded and diversified, with a strong emphasis in manufacturing, logistics, aero-space, life sciences, education and research, agri-business and professional services. The region also has a rich military history dating back to pre-World War I regiments and is home to Fairchild Air Force Base, who has one of the largest fleets of tanker aircraft in the country.

Spokane boasts a diverse cultural landscape deeply connected to its indigenous communities, particularly the Spokane Tribe of Indians. The city acknowledges and respects the ancestral lands, hosting events like the Gathering at the Falls Powwow to celebrate indigenous traditions. Beyond indigenous cultures, Spokane embraces multiculturalism, welcoming residents from various backgrounds. The city fosters inclusivity through festivals, cultural celebrations, and community initiatives, promoting unity and mutual understanding among its diverse population. Spokane is committed to creating an environment where people from all walks of life can thrive, contribute, and collectively shape the city’s vibrant cultural identity.

Recreation abounds in Spokane County with prevalent opportunities for fishing, hiking, camping, golfing, skiing and more. There are more than 76 lakes within a one-hour drive of Spokane with more than seven championship public golf courses.

The area enjoys over 130 local parks including Riverside State Park, a 14,000-acre park along the Spokane and Little Spokane rivers that offers camping, picnicking, swimming, fishing and boating, and Manito Park, a 90-acre park with spacious manicured lawns, playgrounds, walking and biking paths, flowers, topiary shrubs, a greenhouse conservatory and multiple picturesque gardens. In the winter, excellent skiing is available at five nearby mountain resorts.

Higher education is well represented in the Spokane region by Gonzaga University, Eastern Washington University, Washington State University, Whitworth University, and the Community Colleges of Spokane.

THE ORGANIZATION

Spokane County Fire District #9 (Fire 9) is an all-hazards agency providing fire suppression, technical rescue, BLS and ALS EMS response, hazardous material response, and fire investigation services. Patient transport services are provided by a private contractor via a county-wide ground ambulance transport agreement. Fire 9 services an area of approximately 122 square miles with a population of about 51,000 and responded to 7,800 incidents in 2023. The areas served by Fire 9 include urban, suburban, rural, and wildland environments.

Fire 9 is a combination department that operates on a 2024 budget of \$18,630,000 with 81 Career personnel and 38 volunteers. The District is governed by three Fire Commissioners who serve staggered 6-year terms. Service is provided from 5 fire stations staffed by career personnel 24 hours a day, as well as 4 community-based volunteer fire stations. The department is organized into several divisions, which include Emergency Medical Services, Operations, Administration/Human Resources, Prevention/Code Management, Fleet and Facilities, and Wildfire/Fuels.

Fire 9 shares boundaries and responds via automatic aid agreements with the City of Spokane Fire Department, Spokane Valley Fire Department, and Spokane County Fire Districts 4 and 10. Mutual Aid Agreements are in place with all fire service agencies within Spokane County and Stevens County Fire District #1. A Forest Land Response Agreement is also in place with the Washington State Department of Natural Resources.



THE POSITION

The Fire Chief is responsible for the overall operation of the Fire District, guided by the Board of Fire Commissioners. Duties include commanding all personnel, drafting and enforcing policies, making staffing decisions, and overseeing fire suppression and life support services. The Chief manages the budget, maintenance of equipment and facilities, contract administration, and personnel policies. Additionally, the Fire Chief supervises district operations, evaluates staff, directs administrative functions, participates in training, ensures legal compliance, and performs other assigned duties, including serving as a duty chief.

To view the full responsibilities of the Fire Chief, please view the job description found [here](#).



OPPORTUNITIES & PRIORITIES

- The incoming Fire Chief will make it a priority to formalize several important planning documents, including a strategic plan, SOC, capital investment for apparatus replacement, and the potential for new fire stations and/or a staffing plan to utilize existing facilities.
- The district is in good financial condition and has no bond debt. Fire 9 has recently passed a Maintenance & Operations Levy which accounts for about 65% of the district's total revenue. The current property tax levy has not been raised since the inception of the fire district which funds the balance. An increase in long-term revenues will need to be considered to fund a growing fire district that has seen demand for service increase significantly over the last several years.
- The district will need to evaluate funding and develop a plan for implementing battalion chiefs assigned to the three platoons of firefighters staffing five fire stations, which cover approximately 7,800 calls on an annual basis.



- The new Fire Chief will prioritize working with staff to develop a financial strategy to address fleet and facility issues that have been deferred for nearly a decade.
- Volunteers play a critical role in serving the community from four of the districts fire stations. The new Chief will have the opportunity to enhance volunteer recruitment and retention, particularly in the outlying areas of the fire district, to ensure continued strong service across all regions.
- Coaching, mentorship, and continuing education are highly valued across all levels of the agency, and staff are eager for the new Fire Chief to back and support these areas.

THE IDEAL CANDIDATE

Fire 9 is seeking a new Fire Chief who will be a present, visible, and engaged leader within the organization. The ideal candidate will be a proven fire service leader with experience in a similar or larger agency, comfortable working with elected officials, and adept at leading or working within a combination agency. Experience working with a Board of Fire Commissioners and a strong track record of positive labor relations are highly desirable. The ideal candidate will have not only risen through the ranks but will also possess a broad administrative background, equipping them to effectively manage the complexities of a combination fire department. Key areas of expertise should include collective bargaining, financial and budget management, fire prevention, fleet oversight, strategic planning, grants management, succession planning, human resources, training, succession planning, EMS, and fire suppression.

The incoming Fire Chief will place a high value on creating a respectful, welcoming, and inclusive work environment that values every member. The new Fire Chief will demonstrate flexibility and support for staff, encouraging them to “do the right thing” even when a situation is not specifically covered by policy or procedures. The new Chief will see delegation and empowerment as crucial to the professional growth of both current staff and the agency’s future leaders and be supportive of members in the work they do.



EDUCATION AND EXPERIENCE

Candidates must possess a minimum of an AAS Degree in Fire Science, Command, Public Administration, or an equivalent combination of education and experience, and at least five (5) years of experience at the rank of Battalion Chief or higher.

A bachelor's degree preferred, and a combination of training, education, and experience will be considered. Candidates must have demonstrated experience in fire service management at increasingly responsible levels, such as firefighter, company officer, or battalion chief.

A valid Washington State driver's license is required by the time of hire, and the selected candidate must be capable of passing district-required medical examinations.

The selected candidate must be willing to work a minimum of 40 hours per week, be available for emergency fire and medical service calls, and occasionally attend Board Meetings during nights and weekends.

Necessary Knowledge, Skills, and Abilities:

- Specialized knowledge of the principles of fire science and training techniques.
- The ability to effectively and efficiently manage the human and material resources of the district.
- The capability of working cooperatively with the Board of Fire Commissioners, staff, and public to carry out the mission of the district.
- Knowledge of Washington State Fire Service performance standards, safety and health standards, and district standard operating procedures.
- Demonstrate ability to remain calm and cool during periods of extreme stress.
- Strong business and political acumen, with the ability to balance the District's physical and financial needs.
- Experience in strategic planning and facilitating long-term vision for the agency.
- The ability to inspire and mentor staff, fostering professional development and accountability.
- Skill in managing change and promoting innovative approaches within the agency.
- The capacity to build strong relationships both inside and outside the agency, including with neighboring and regional agencies.

- Excellent oral and written communication skills, with a focus on transparency and active listening.
- The ability to clearly articulate the reasoning behind decisions and engage staff in the decision-making process.
- Strong interpersonal skills, with the ability to foster trust and maintain open, honest dialogue.
- The skill to be proactive in sharing operational and administrative updates with staff and the Board.
- Proven experience in fiscal responsibility and managing community assets.
- The ability to collaborate closely with the Board to meet community needs within budget constraints.
- Strong history of positive labor relations, including experience in collective bargaining and union partnerships.
- Consistent application of programs and standard operating procedures, with a fair approach to discipline and recognition of good performance.
- Solid operational background with the ability to support firefighters through training and reliable equipment acquisition.
- The capacity to support on-duty firefighters after hours and respond to emergencies as needed.
- A commitment to coaching, mentorship, and continuing education for all levels of staff within the agency.

To learn more about Spokane County Fire District 9, please visit:

www.scfd9.org

COMPENSATION & BENEFITS

- **\$196,639 - \$212,848 DOQ**
- 100% of the specified medical insurance program premiums for full-time staff employees and their dependents.
- 100% of the cost of dental insurance premiums for full-time staff employees and their dependents provided under the Delta Dental of Washington Plan.
- \$50,000 term life and AD&D insurance coverage for full-time staff employees.
- Health Reimbursement Arrangement / Voluntary Employees' Beneficiary Association (HRA / VEBA) Plan for its full-time, non-bargaining unit employees.
- Payment of premiums for long term disability insurance.
- Participation in the Washington Law Enforcement and Fire Fighters Retirement System (LEOFF) Plan II
- Sick leave accrued at the rate of one day per month. Will accrue no more than 130 days total sick leave.
- Vacation Accrual based on years of service.
- 12 paid holidays not including an additional paid day off for employee holiday.
- Bereavement Leave of up to five days in the event of a death of an immediate family member.
- Five work uniforms, shoes or boots, jacket, and one dress uniform.
- Take-home vehicle for official business.
- All or a portion of relocation expenses may be repaid at the sole discretion of the Board.

Spokane County Fire District 9 is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **October 6, 2024** (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 "**Spokane County Fire District 9, WA – Fire Chief**" and click "**Apply Online**," or click [here](#). Resumes, cover letters, and supplemental questions can be uploaded once you have logged in. Photography credit to James Richman (profile cover bottom row photos)



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