

Durango Fire and Rescue Authority

DEPUTY CHIEF OPERATIONS

Durango Fire and Rescue Authority is looking for an energetic, dedicated and passionate person who will provide leadership and management to our field operations. This person must have exceptional experience and skills in working with and coaching its members. Our people are the core of the department and represent its greatest strength. We are a combination fire department that provides the Durango Community with first rate fire suppression, pre hospital medicine, ambulance transportation, rescue services, hazardous materials response, fire prevention, and public education.



Durango Fire and Rescue Authority

142 Sheppard Drive
Durango Colorado 81303

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970-382-6018—Fax
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**Service You Can
Count On**



History

Durango Fire and Rescue Authority (DFRA) has concluded its eighth year as a combination Fire/Emergency Medical Services department. In 1999, a comprehensive Feasibility Study was administered, and subsequently, a regional vision for consolidation was adopted. Once implemented, the member jurisdictions received their fire protection services from the Fire Authority in accordance with an Intergovernmental Agreement. In the interim of the consolidated efforts, Mercy Hospital approached the fire chiefs respectively concerning opportunities for joining the Authority. Ultimately, the venture carried DFRA into a new realm of providing not only fire protection but also ambulance service.

Background

Durango Fire Rescue Authority is responsible for the delivery of emergency services to a population base of 30,000 plus persons who reside within an area of slightly more than 325 square miles, to include both the City of Durango and two of La Plata County fire districts, Animas and Hermosa. The organization maintains 16 stations, three of which are occupied 24/7 by career members; the other 13 stations are supported by the dedicated volunteer sector.

Staffing

Durango Fire Rescue Authority membership is compromised of 23-40 hour positions (5-Administration, 18 Operations ((Fire Operations, Training, EMS, Volunteers, Prevention, Education, and Maintenance)) 1 contract positions, 48 career shift personnel, 20 part-time reserves, 73 volunteers, and 16 single wild land resource. The Fire Chief oversees the Administrative Staff, including the Deputy Chief, Finance Director, Human Resource Manager, Executive Assistant, Fire Prevention, and Education. The Deputy Chief will oversee the Battalion Chiefs, EMS Chief, Training Chief, Volunteer Coordinator, Maintenance/Facilities Manager, and the Reserve program.

Services

The services provided by Durango Fire and Rescue Authority include Medical (ambulances, paramedics, EMTs), Suppression (structural, wild land), Rescue (swift water, high angle, confined space), Training, Hazardous Materials, and Prevention (code enforcement, public education). Durango Fire Rescue Authority has mutual aid and automatic aid agreements with outlying fire districts in nearby towns of Bayfield, Ignacio, and Hesperus, as well as towns of Silverton and Pagosa. In 2008, DFRA members responded to 3,841 incidents, of that total 2,752 were EMS, 43 wild land fires and 60 structure fires.



Durango Fire and Rescue Authority, in Durango Colorado, is currently recruiting a qualified applicant for the Deputy Chief position. This position reports directly to the Chief, and leads and manages the operational divisions of the department to include, fire, EMS, volunteers, training and maintenance.

The ideal candidate must demonstrate a broad range of experience in leadership, management, administration, and EMS in the fire service. The candidate must be involved with the membership and be able to clearly articulate the needs and operations of the Authority. Innovation and fair decision making will be prevalent in their leadership style, as well as being inclusive, empowering, and using a teamwork approach. They must have experience working with volunteer fire fighters as well as career fire personnel.

Must be a proven team player and be totally dedicated to providing quality customer service to our internal and external customers

Following is a representative sample of attributes necessary to perform the essential duties of the Position of Deputy Chief

Knowledge of:

- Modern techniques and operational principles and practices of fire (structural and wildland) , EMS, rescue, prevention, investigation and suppression activities, risk management, and must have experience in personnel practices and laws.
- Knowledgeable about modern management and leadership practices, ICS, training programs, and emergency management.
- Short and long-range planning strategies
- Current laws, codes, regulations and mandates related to the fire service
- Principles and practices of developing and administering a budget for each of their divisions and be able to set directions with clear objectives for division programs and initiatives.
- Methods and techniques of supervision, training, coaching, mentorship and motivation
- Modern training program practices and techniques including mentorship and coaching.
- Emergency communications equipment and procedures
- Disaster preparedness, emergency response planning
- Response, rescue, prevention, hazardous materials, incident command, wild land-urban interface
- Apparatus, tools, equipment, devices, facilities and the proper utilization, maintenance, management, and requisition requirements
- Occupational hazards and standard safety practices
- Modern office equipment including computers, computer networks, communication technology, and PC based software applications
- Methods and techniques for report preparation and writing; proper English, spelling and grammar
- Methods and techniques for recordkeeping
- Must be computer literate beyond a basic level.



Ability to:

- Planning long range and short range goals, organize, implement, direct and evaluate DFRA operations and the work of each division
- Make sound decisions and direct operations at the scene of incidents as required
- Courteously and professionally respond to community issues, concerns and needs
- Proactively analyze complex issues and develop and implement appropriate responses, establish plans, and develop appropriate policies, procedure and SOPs
- Prepare and present clear and concise operational and division financial reports
- Work cohesively and productively with the Chief, subordinates, the community, other districts and fire service administrators, EMS and medical care providers
- Create and maintain effective career, volunteer and reservist personnel relationships
- Provide effective leadership that builds trust and confidence
- Develop and manage the operational budget, mutual aid agreements, requests for bids, and other administrative duties at the Deputy Chief level
- Facilitate and support the professional growth of others; demonstrate self-control and patience; manage time and priorities; empower, delegate, influence employees to accomplish department goals and carry out its mission; be aware of the needs of others; utilize conflict resolution skills
- Evaluate programs and personnel and make or recommend needed changes and improvements; recognize and utilize the strengths of personnel
- Display a high level of leadership, communication, decision-making, and motivational skills within the department
- Establish and maintain good community relations by professionally representing DFRA to various community groups
- Select, train, supervise, retrain, utilize, evaluate, discipline, and reward those you supervise, including reservist and volunteers
- Communicate clearly concisely at a high level, both orally and in writing
- Conduct one's professional life in a manner that will bring credit to the Authority and the fire service
- Effectively bring together members and groups of diverse backgrounds, and interests, into an effective unit, both internally and externally
- Establish and maintain outstanding relations with other public safety agencies – district, city, county, state, and federal
- Foster a positive work environment while managing and directing change
- Provide assertive but fair and consistent leadership and discipline on a situational basis
- Follow policies, SOPs, directives of DFRA, and perform other duties as required



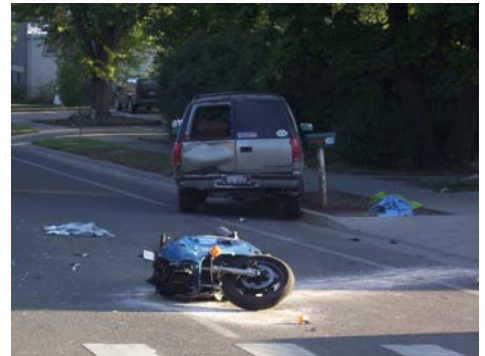
Education:

Bachelors degree in fire administration, public administration, or closely related field;
OR successful completion of a combination of education, training and experience that clearly demonstrates the candidate possesses the knowledge, skills, and abilities to perform the essential functions of the position.

Experience:

Ten (10) years of progressively responsible experience in the fire service, at least five (5) of which are in a command-level position. The applicant must have demonstrated experience, skills, and characteristics which include:

- Management and delivery of ICS and training
- EMS delivery system – Minimum ALS level preferred
- Interagency coordination with fire and wild land protection agencies
- Working with career, volunteer, and part-paid firefighters
- High level of motivation and enthusiasm in leading a progressive fire department
- High level of professionalism and work ethic and a proven decision-maker



Training:

Recommended to have a successful completion or be enrolled in upper-level management/supervision graduate level courses, such as the NFA Executive Officer program, etc.

Physical/Background:

Must pass the Authority’s medical requirements and a thorough background investigation; non-smoker preferred.

License/Certifications:

Possess and or obtain a Colorado driver’s license, CPR certification, EMT-Basic, NFPA 1021 Fire Officer II preferred, wild land certifications

Residence:

Prefer to reside within the Authority’s service area

Salary and Benefits:

Salary range: \$ 70,500- \$112,900. Excellent benefits package. The candidate must submit, by the closing time and date of 4:00 P.M. MDT, July 10, 2009, a personal resume, employment application, and requested documents for the position to:

***Durango Fire and Rescue Authority
C/O Jodi Hayden Human Resources
142 Sheppard Drive
Durango Colorado 81303***

For further information or a job profile, please go to; www.durangofireandrescue.org See “Deputy Chief”. For a full application packet please contact HR Manager Jodi Hayden at the address noted above. Telephone # 970-382-6002

Your resume must specifically describe how your qualifications meet the requirements of the position, including all previous (applicable) education and training. The Deputy Chief Application Questions must be completed, detailed and concise to be considered for an interview.

An assessment process is scheduled for July 29th and 30th, 2009 in Durango, Colorado.