

LAKE COUNTY FIRE PROTECTION DISTRICT
14815 Olympic Drive
Clearlake, Ca. 95422
Phone: (707) 994-2170

Employment Opportunity
Promotional only

Battalion Chief

Application and Resume Deadline: 8/5/2022 @ 5:00pm

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**Classification: Battalion Chief**

**Salary Range: \$7,830 Monthly**

**District Paid Employee Benefits:**

- ◆ California Public Employee's Retirement System (Cal PERS).
- ◆ Medical health benefit plans are offered by the District that include vision, dental & life insurance.
- ◆ Generous leave package.
- ◆ Shift schedule 5-8hr days or 4-10hr per week.
- ◆ Uniform allowance.
- ◆ Incentive pay for certain specialized certifications.

**Optional Benefits available to and paid by the employee:** Nationwide Retirement Solutions Deferred Compensation, AFLAC supplemental insurance, life insurance for employee and dependents.

**The Community:** The Community of Clearlake and Lower Lake is located in an incorporated and unincorporated area of Lake County on the Southeast shore of Clear Lake and is about 2½ hours North of San Francisco. Highways 29 and 53 provide access to Clearlake and Lower Lake. Clearlake and Lower Lake are popular sites for water sports, equestrian and other events, near-by Indian Gaming, Clearlake State Park, Lakeside and Kelseyville County Parks. If you're looking for a place with clean air, no traffic congestion and a wonderful quality of life in which to relocate, Lake County is the place for you. [www.lakecounty.com](http://www.lakecounty.com)

**District Information:** Population of the area served is 21,500. The District consists of one Main Station & four Sub Stations. The fire district covers 165 square miles. Presently there are 22 full time employees, 25 volunteer personnel, and several part-time employees with the inter-facility transfer program. The District provides paramedic transport service and responds to approximately 5,600 calls for service annually.

Battalion Chief, under direction of the Fire Chief, or their designee directs the day-to-day operations of a fire fighting force in an assigned geographic area; supervises and directs fire suppression, emergency medical service and fire prevention activities for stations under their command; participates in the administration, planning and training activities of assigned fire stations; assumes command responsibilities at the scene of emergencies and makes decisions on deployment of firefighting personnel and equipment; may be assigned to perform program planning support for Operations special projects, and administrative matters for the District; is responsible for the conduct and operational efficiency of assigned subordinate supervisors and line personnel under their command; enforces Memorandum of Understanding and District policies and procedures; performs other duties as required.

**Characteristics:** This classification represents the first level of management under the suppression umbrella and may act as a spokesperson for the district. The position has the authority to make approved Budget Expenditures.

**Essential Functions:**

1. Ensures operational readiness of stations in assigned battalion; directs firefighting personnel engaged in a variety of structural, wildland fires or other emergencies; provides emergency and operational structure,

scene management and determines methods of abating emergencies and the need for additional personnel and equipment.

2. Ensures supervised personnel are in compliance with District training program requirements; coordinates multi-company/battalion training and drills; instructs and supervises Captains and line personnel in the performance of their assigned duties and in proper methods and procedures of fire suppression work; conducts battalion drill evaluations determining special training needs; coordinates with the Training Division processes to meet identified training needs; attends and participates in post incident analysis.
3. Provides input and recommendations, based upon comments and experience of supervised employees, to District Operations, Training, Fire Prevention and Emergency Medical Services programs; ensures company compliance with the Training, Fire Prevention and Emergency Medical Services programs; ensures determination of cause and origin of fire incidents procedures are followed.
4. May be assigned to perform assignments requiring public and other outside contact along with technical and administrative fire skills; must remain current with the fire suppression profession; conducts studies conferring with supervisors and peers in coordinating programs with other District divisions.
5. Evaluates personnel and equipment requirements and makes recommendations to meet station requirements; reviews and resolves identified field work hazards directing corrective measures as appropriate; ensures compliance with protective clothing and uniform regulations.
6. Prepares and submits budget requests for assigned stations, estimates future needs in terms of personnel, equipment, supplies and space; plans the implementation of the district maintenance and safety inspection program for fire stations and equipment; reviews and approves or alters budget requests from sub-units within assigned battalion budgeting process.
7. Assigns, directs, and evaluates the work of subordinate personnel; monitors effective use of assigned personnel and recommends modification of staffing patterns based on consideration of mandated services, workload demand and good organizational planning; performs performance evaluations of supervised personnel and reviews instances of good and poor performance or personal actions requiring recommendation for discipline and modifies or recommends approval to the Chief or their designee.
8. Must be able to drive assigned vehicles.
9. Serve as the LCFPD Safety Committee Chairperson.
10. May be assigned to attend and participate as the LCFPD agency representative in various local, state and federal meetings, workshops, and trainings related to fire, EMS, City and/or County related projects to include disaster and emergency management and recovery.
11. Other duties as assigned which may include the expenditure of funds pursuant to the district's purchasing and procurement policy.

## **MINIMUM QUALIFICATIONS:**

### **Education Required:**

1. Graduation from High School, GED Certificate or equivalent.
2. California Firefighter I and II Certificates
3. California Driver/Operator I and II Certificates.
4. California ICS-300 Certificate.
5. Possession of a valid California Class B or Class C driver's license with a Firefighter Endorsement.
6. California EMT Certification or EMT-Paramedic License and NCEMS accreditation within 3 months of appointment.
7. Candidates shall possess a Fire Officer Certificate through California Fire Service Training and Education System; or an AA Degree in Fire Technology or possession of a Bachelor's Degree or higher in Business, Fire Management or Public Administration.
  - a. If using the education option of an AA, BA or higher degree; the candidate MUST have completed the following courses: Command 2A, Command Tactics at Major Fires; Command 2B, Management of Major Hazardous Materials Incidents; and Command 2E, Wildland Fire Tactics.

**Experience:**

1. Two (2) years of full-time experience as a line Fire Captain.
2. Desirable: Bilingual ability.

**Knowledge, Skills, and Abilities:**

## Knowledge of:

1. Principles, practices, procedures of firefighting, prevention including rescue, salvage for structural, wildland, other types of fires; and the ability to apply this knowledge to varied fire control and administrative challenges.
2. Operations, capabilities and effectiveness of all equipment used by the district including extinguishing agents, vehicles, pumping apparatus, aerial ladders, and air units and hydraulic tools, etc.
3. Safety practices, fire hazards, combustibles and potentially dangerous situations as they relate to fire prevention, fire suppression, hazardous materials, rescue and other emergency situations.
4. District Administrative/Operations policies and procedures; Memorandum of Understanding articles, sections and related policies and procedures.
5. District Incident Command System, its components for structure fires, High Rise, Hazardous Materials and MCI.
6. Principles and practices of management necessary to plan, analyze, develop, direct and evaluate fire programs, fire control problems and administrative policies.
7. Principles of employee supervision and personnel management including training and disciplining employees.
8. Principles and modern techniques of fire administration including organization, fiscal management, budgetary, preparation and controls; program planning, implementation and administration.

**Ability to:**

1. Establish, and maintain effective working relationships with a wide variety of people that include senior management, employees, outside agencies, and the general public.
2. Plan, organize, direct and supervise the day-to-day operations of a fire fighting force.
3. Analyze fire and other emergency situations accurately and take effective action.
4. Define challenged areas; direct the collection, interpretation and evaluation of data and development of sound solutions to technical and administrative fire problems; coordinate and initiate actions; implement decisions and recommendations.
5. Prepare and present concise and logical oral and written reports; explain policies, procedures or recommendations on a wide variety of emergency issues.
6. Tender performance evaluations of subordinate employees objectively; provide guidance to supervisors responsible for employee performance evaluation.

**PHYSICAL REQUIREMENTS:**

Maintain physical ability and stamina to meet position tasks and responsibilities. Physical abilities must be commensurate with the essential functions of the position. No person shall pose a threat to themselves or to the health and safety of other individuals in the work place, or to the public they serve.

**LICENSE:**

Possession of and ability to maintain a current valid California Driver's License, Class C, with either a Class B or Firefighter Endorsement is a condition of employment.

The Classification of B.C. is designated as a mid-level management position. Employees hired or promoted to this position will serve a one-year probationary period.

**TESTING INFORMATION:** A written and agility test is not required. **Chief interviews will take place Monday, August 8, 2022.** You will be notified via email regarding your interview time.

**HEALTH EXPOSURE:**

This is a position that tasks involve may require exposure to blood, body fluids, or tissues.

The material and information provided in this flyer may be subject to future change or amendment.

The Lake County Fire Protection District is an Equal Opportunity Employer.

***Application and Resume Deadline: Final Filing Date: 07/15/2022 at 5:00 p.m.***

***(faxed applications will not be accepted)***

***Applications and resume's must be filled out completely.***

***Applications are available by calling 707-994-2170***

***Or e-mailing [Mrivas@lakecountyfire.com](mailto:Mrivas@lakecountyfire.com)***