



BUNKER HILL FIRE PROTECTION DISTRICT

District Fire Chief Recruitment

The Bunker Hill Fire Protection District is seeking applicants for District Fire Chief with demonstrated leadership capabilities within a volunteer fire protection district. The Bunker Hill Fire Protection District consists of three stations located in Shipman, Dorsey, and Bunker Hill, Illinois. The District has about 60 volunteers and is approximately one hundred and twenty-five square miles with a population of about eight thousand residents. A five-person District Board of Trustees that is appointed by the County board controls the finances of the District.

The District Fire Chief is the executive officer of the fire district and is responsible for directing the operations and managing the administrative business affairs of the Bunker Hill Fire Protection District. The District Fire Chief reports directly to the Board of Trustees.

Residency within the District is preferred. However, those uniquely qualified that reside in close proximity outside the boundaries of the fire district will be considered. A minimum of 40 hours per month will be required with Tuesday evenings preferred; a flexible schedule may be considered. Additional hours may be required based on job responsibilities and position demands.

Qualifications

The position requires a broad knowledge of the fire and emergency services industry requiring a minimum of five (5) years command officer experience. Experience or knowledge in recruiting/selection, training, policy development, administration and finances preferred.

The following degrees/certifications are desired:

- Associates degree in fire science or related field – or completed coursework
- Emergency Medical Technician – Basic (EMT-B)
- Certified Fire Officer 1 (or will be required to be obtained in 1 year)
- NIMS 1-100, 1-200, 1-300, 1-400, 1-700, 1-800
- Haz Mat Operations
- Haz Mat Incident Commander
- Certified Instructor 1
- Incident Safety Officer

Job description

The above information is intended to describe the general nature of this position and is not to be considered a completed statement of duties, responsibilities and requirements. The successful candidate will perform other duties as assigned.

This is a responsible, managerial, professional, administrative, technical and supervisory position working in conjunction with Battalion Chiefs or designee in directing all activities of the Fire District.

The District Fire Chief shall be the number one rated officer; and as such, shall be the officer in charge of all fire station operations working in conjunction with Battalion Chiefs or designee.

During day to day operations or emergency scene operations, the District Fire Chief oversees activities of fire station's personnel through direct or delegated supervision, ensuring that established policies, procedures, and programs are planned and implemented in accordance with directives of the District Board of Trustees.

Responsibilities involve working in conjunction with Battalion Chiefs or designee in planning, organizing, and direction fire station personnel. The District Fire Chief must be familiar with the causes and methods of extinguishing every type of fire. Work is performed in conjunction with Battalion Chiefs or designee; however, in the absence of the Battalion Chiefs or designee, work is performed with considerable independence but may be subject to executive direction of the District Board of Trustees.

The compensation for this position is \$24,000-\$35,000 annually. Salary will be commensurate with certifications. No benefit package is offered.

Send a letter of intent and resume to the **Illinois Fire Chief's Association, Bunker Hill Fire Protection District Fire Chief Recruitment**, Post Office Box 7, Skokie, Illinois 60076-0007 or by email dslivinski@illinoisfirechiefs.org no later than **March 30, 2020**.

Selected Candidates will be required to attend an assessment center evaluation on Date TBD.

The Bunker Hill Fire Protection District is an equal opportunity employer