



## Job Posting for Division Chief - Training



Our Division Chief - Training will play an integral role in ensuring our Fire Department maintains the high standards our community expects and deserves by developing, coordinating, implementing and administering all Fire Department training, safety, and professional development programs. This position functions as a command-level officer with responsibility for planning, directing and evaluating the effectiveness of the Department's training, safety and employee development programs related to firefighting, emergency medical services and rescue and hazard operations. Additionally, this position is involved in firefighting activities and is hired, disciplined and administered under the Board of Fire and Police Commissioners.

If you're seeking variety and the chance to have a positive impact on a municipality, join the Westmont team!

While every day brings something different, here's a snapshot of the kind of work this position is regularly involved in:

- Develops, plans, organizes, supervises and coordinates all Department training programs, including annual training calendars and lesson plans that tie back to training objectives, ensuring compliance with all relevant organizations. Provides organization, coordination and direction of training to Department personnel.
- Assesses and evaluates all personnel's abilities and certifications and makes recommendations to management about retention of new firefighters. Identifies training needs and prepares annual training goals and objectives.
- Responds to fire, rescue and EMS incidents as the Incident Safety Officer.

Experience and attributes that will contribute to success in this role:

- Knowledge, skill and mental development equivalent to an Associates Degree in Fire Science, Emergency Management, Public Administration or a related field.
- Must hold the following certifications at time of appointment: State of Illinois Fire Officer II (Advanced Company Officer), State of Illinois Instructor II and State of Illinois EMT-B.
- At least five (5) years experience at the rank of Lieutenant or higher, including experience in live fire training and knowledge of NFPA 1403.
- Proficiency in Vector Solutions, Google Suite and/or Microsoft applications.
- Requires possession of a valid Illinois Vehicle Operator's License in the appropriate classification required by law.
- Strong written and verbal communication skills with capability to present information clearly and effectively.
- Physical and mental ability to meet the demands of the fire service and wear SCBA as required.
- Requires thorough knowledge of the operational aspects of firefighting, rescue, emergency medical services and other related emergency responses as to successfully direct these operations during incidents.

For more information, please [click here](#) to see the full job description and [click here](#) to see the application/position requirements, including preference points.

### **Your hard work pays off!**

While we have high expectations of staff, we appreciate that people have lives outside of work. This is why we offer a comprehensive benefits package, including:

- Merit Pay as well the ability to receive Department and Spot Bonuses
- 10 Days Vacation (*available from date of hire*)
- 10 Paid Holidays
- 4 Floating Holidays
- Sick leave (*accrued with no cap and a cash payout of up to 960 hours upon 20 years of service or retirement*)
- Longevity pay (*1% added to base wage for every 5 consecutive years of service*)
- Medical / Dental / Vision / Life Insurance
- Article 4 Downstate Pension
- 457 Plans
- Flexible Spending

### **Show me the money!**

This is a full-time, exempt (*salaried*) position. The hiring range is \$107,432 - \$141,020/year DOQ.

### **Do you want to join our team?**

For consideration, please visit the Village of Westmont's employment page at <https://westmont.illinois.gov/206/Employment-Opportunities> to fill out an employment application for Division Chief - Training.

Applications received by July 5, 2026, will be given priority consideration. The Assessment Center is anticipated to be held in August 2026 with interviews in September 2026.

The Village of Westmont has a residency requirement to live in DuPage County or a contiguous county to DuPage within 12 months of date of hire .

The Village of Westmont is an Equal Opportunity Employer.