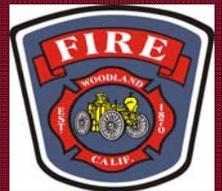


# City of Woodland is seeking applications for **FIRE CHIEF**



## City of Woodland Fire Chief

Salary Range: up to \$176,190 per year

Applicants must submit a cover letter and resume detailing qualifying experience with a City employment application by the final filing date to be considered for this highly competitive position.

For more information go to: [www.cityofwoodland.org/employment](http://www.cityofwoodland.org/employment)

Recruitment closes at 5:00 p.m. on Thursday, December 8, 2016



## Priority Projects

- Update the Fire Department Master Plan
- Update City's Emergency Operations Plan
- Fire station deployment and relocation.



## Mission Statement

To preserve and improve the safety and welfare for all by:

- Providing quality fire prevention and emergency services at a level defined and supported by the community
- Promoting community involvement on an individual and organizational level

## The City of Woodland

The City of Woodland, population 56,000, was founded in 1861 and has a lively heritage of community spirit and neighborly charm. The City is strategically located in California's Sacramento Valley, one of the world's richest agricultural areas. Woodland is approximately 24 miles northwest of Sacramento and 85 miles north-east of San Francisco. Woodland is the county seat of Yolo County as well as the county's industrial and commercial center. The town traces its roots back to a history of agriculture and architecture with rich farmlands and stately Victorian homes. The Woodland Opera House, which was built in the late 1800s, serves as a center for visual and performing arts with activities and performances year round. Known as the "City of Trees," Woodland has 176 acres of parks with a wide variety of athletic fields, which host a myriad of year-round sports activities for youth and adults. The surrounding area offers water skiing and boating on Sacramento River, Lake Berryessa, and Folsom Lake.

Woodland is close to the Sacramento International Airport, as well as various transportation routes that are as important today as the railroads of the past in creating a wealth of opportunities for industry and commerce. Woodland has the atmosphere of a small town with a friendly, peaceful, unhurried pace of life. It's a great place to live.



## The Department

The Fire Department in Woodland is truly a historic institution. For more than 125 years, the Woodland Fire Department has worked to protect its community from the dangers of fires. Today the Fire Department continues this community service with all of the modern resources at its disposal for a full-service delivery, municipal fire/EMS department.

The City of Woodland serves its community with three permanent fire stations, each of which is staffed by firefighters 24 hours a day, 7 days a week. Utilizing the facilities at Station #3, the Fire Department constantly trains to improve the quality and responsiveness of its service to Woodland.

To support its fire suppression, prevention and emergency medical response capabilities, the Woodland Fire Department is a member of the West Valley Regional Fire Training Consortium, with a host of regional partnerships to share resources .

Woodland is a great place to work, live, & play!

## Qualifications

### Education and Experience:

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

### Education:

Bachelor's Degree from an accredited educational institution in public administration, fire science or closely related field, is required. A Master's degree and/or additional graduate course work in public administration, business administration or management is preferred.

### Experience:

Ten years of broad and extensive experience in all major functions of a fire department, including at least five years in a responsible administrative or management capacity.

### License or Certificate:

Possession of a valid California Driver's License; a satisfactory driving record is a condition of initial and continued employment.

### Other Requirements/Conditions of Employment:

Establish and maintain residency within 45 minutes of the fire protection service area of the City of Woodland.

## Ideal Candidate

The characteristics of the ideal candidate include:

- Results-oriented administrator who embraces the mission of the Department.
- Solid fire services experience.
- Strong interpersonal and communication skills (oral and written).
- Ability to foster positive community and labor / management relations.



**THE NEED:** The pending retirement of the incumbent Public Safety Chief has created a unique opportunity for a highly-qualified individual to lead our Fire Department, and join the City of Woodland's Executive Management Team as Fire Chief.

**THE POSITION:** To plan, direct, supervise, and coordinate activities of the Fire Department to prevent and suppress fires, provide emergency medical services, and protect life and property; and to provide highly responsible and technical staff assistance to the City Manager, City Council, and other operating departments. Concurrently serves as the City's Emergency Preparedness Coordinator. This is an "At-Will" position.

### **EXAMPLES OF DUTIES:**

- Plan, organize and direct the activities of the Fire Department. Direct and participate in the development and implementation of department goals, objectives, policies and priorities. Exercise overall supervision of fire and emergency medical resources.
- In consultation with the City Manager and City Council, ensure that the Fire Department has adequate resources to fulfill its mission through proper budget planning and execution, personnel selection, training and development.
- Continually improve the service to the public; perform evaluation of alternative approaches to fire protection and emergency medical services.
- Assure that positive public relations and effective working relationships are maintained by Department personnel.
- Foster and seek opportunities for collaboration with other fire and public safety agencies and jurisdictions.
- Direct the enforcement of Federal, State, and local fire codes and regulations and the preparation and adoption of appropriate ordinances.
- Direct the formulation of in-service training programs for department personnel and see that the programs are carried out.
- Represent the department before the City Council, community, outside agencies and at professional meetings .
- Perform related duties as assigned.

For more information please go to our website: [www.cityofwoodland.org/employment](http://www.cityofwoodland.org/employment)

# Benefits

This is an "at-will" position and benefits are governed by the actual agreement between the employee and the City.

Benefits may include:

- CalPERS Retirement: 3%@50 for current CalPERS member (classic members) or 2.7%@57 for new CalPERS member
- **The City does not participate in Social Security**
- Classic members pay towards their CalPERS Member contribution. New members pay 50% of the normal cost of PERS retirement.
- Deferred Comp: Choice of three deferred compensation plans.
- Medical: CalPERS Medical Insurance Plans, including HMOs and PPOs. The City contributes towards the cost of this plan
- Dental/Vision: City paid Delta Dental and Medical Eye Services
- LTD/STD: City paid wage protection for Long/Short Term Disability Insurance
- Life Insurance: City provides \$50,000 Life Insurance policy
- Supplemental Benefits: Voluntary Supplemental Life, Cancer and Accident Only insurances; Flexible Spending Accounts available
- Vacation: By contract. Typically new employees start at 10 days per year (first three years of service)
- Holidays: 12.5 paid holidays (including two floating holidays)
- Sick Leave: 8 hours per month
- Professional Growth Incentive: \$625 per fiscal year
- Retiree Health Savings Account. After one year of service, the City contributes \$50/mo. with an employee match of \$50/mo.
- Administrative Leave: Employees are granted Administrative Leave based on position



## To Apply

Please visit the City of Woodland employment website, [www.cityofwoodland.org/employment](http://www.cityofwoodland.org/employment) to apply. Applicants must complete an online application and submit a cover letter and resume detailing their experience and qualifications for this highly competitive position.

For more information go to: [www.cityofwoodland.org/employment](http://www.cityofwoodland.org/employment)

**Please note:** The City does not accept resumes in lieu of applications. Postmarks will not be accepted. Any further questions can be directed to Human Resources at (530) 661-5811 or visit City Hall at 300 First Street, 2nd Floor, Woodland, CA 95695. The office is open Monday-Friday, 8:00 a.m. to 5:00 p.m. Paper applications along with cover letter and resume may be completed in person during office hours.



## City of Woodland

300 First Street  
Woodland, CA 95695  
530 661 5811 phone  
530 661 5813 fax

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