



EMPLOYMENT OPPORTUNITY

DEPUTY CHIEF OF OPERATIONS/ TRAINING & SAFETY

Yakima County Fire District #4

East Valley Fire Department

POSITION DESCRIPTION:

The Deputy Chief of Training / Operations & Safety (DCO) is a full time, highly responsible position that will assist the Fire Chief and function as the District's second in command. This position has responsibilities of the day-to-day operations of the Fire District as well as supervisory responsibilities of all training and safety operations.

SALARY : \$107,000

YCFD4 offers a generous benefit package including: \$1300/mo. Medical, Dental, Vision; Life and Disability Insurance; LEOFF II Retirement; Sick Leave; Holiday and Vacation Pay, District Vehicle

APPLICATION PERIOD:

OPENS: January 10, 2022

CLOSES: February 18, 2022, 16:00

TO APPLY:

Request application packet from Secretary Kaydee Hogan at:

k.hogan@ycfd4.org

YCFD4 is an equal opportunity employer

THE FIRE DISTRICT

YAKIMA COUNTY FIRE DISTRICT #4, also known as the **EAST VALLEY FIRE DEPARTMENT (EVFD)** provides fire response for 125 square miles with an additional 40 square miles of BLS EMS coverage to the east of the Fire District. It serves the population of Moxee, Terrace Heights and all unincorporated Yakima to the East of the Yakima River in the upper Yakima Valley, with a population of approximately 23,000 residents. Serving a broad range of industry, concentrated residential areas and agricultural production and processing, the district is quite diverse. In 2021, the EVFD responded to 1601 calls for services with 1056 being EMS and the remaining 545 being non-EMS and fire-based incidents.

The District operated in 2021 on a fire budget of \$2,753,231 and an EMS budget of 277,959. The District is staffed with 17 full time employees, including the Fire Chief, 3 Shift Captains, 3 Shift Lieutenants, 9 firefighters and one District Secretary. In addition, the EVFD has 12 highly competent volunteer firefighters that supplement the shift response.

THE POSITION

- The Deputy Chief of Operations, Training & Safety (DCO), an exempt non-bargaining position will work under the direction of the Fire Chief. As the DCO they will:

- Perform supervisory and administrative duties within the District such as organizing, coordinating, scheduling, inspecting and evaluating the activities of the District personnel and units.
- Respond when needed to participate in the mitigation of emergency incidents and may assume the role of Incident Commander at the scene of major incidents as required.
- Assist in the preparation of the annual budget as well as direct operations to achieve goals within the budgeted funds.
- Plan and organizes workloads and staff assignments, review progress, direct change in priorities and schedules as needed to assure services are provided in a safe and efficient manner.
- Review District performance, and effectiveness and formulates programs to correct deficiencies
- Plans District operations with respect to equipment, apparatus, and personnel, supervises the implementation of operational plans and directs the maintenance and repair of all Fire District buildings, equipment and apparatus.
- Perform the duties of the District Health and Safety Officer as required by WAC 296-305.
- Develops, implements and manages the Fire District training program to ensure personnel meet established standards.
- Reviews training results and creates training programs to ensure all personnel are trained and equipped to perform expected duties.
- Directs the operation of the EVFD in-service training
- Maintains up to date record system for all personnel
- Provide lesson plans and appropriate testing as necessary
- Develops SOP's and SOG's as needed and creates standard training evolutions and qualifications relating to these
- Serve as an active member of the Yakima Valley Training Officers group.

NOTE: See Job Description – Deputy Chief of Operations, Training and Safety in application packet for complete list of assignments and duties.

REQUIREMENTS

1. Must be twenty-one (21) years of age or older at time of hire.
2. No felony convictions or disqualifying criminal history.
3. Must be fully vaccinated against Covid 19 by time of hire.
4. Must possess, or be able to obtain by time of hire, a valid WA State Driver's License and certification of successful Emergency Vehicle Incident Prevention Program (EVIP) completion, without record of suspension or revocation of driving privileges in any state.
5. Graduated from an accredited college or university with a Bachelor's Degree* in Fire Science, Public Administration, Fire Service Administration, or a closely related field preferred; and ten (10) years of

firefighting experience with three (3) of those years at the Company Officer level or higher.

*An Associates Degree will be considered with substantial plans to complete a Bachelors Degree within two years of hire. (equivalent combination of experience, education and training which provides the knowledge, skills and abilities necessary to perform this position may be considered).

6. Must be Red Carded at NWCG FF1 or higher, Engine Boss or above is preferred.
7. Must possess or be able to obtain within 1 year of hire (or as available) the certification of IFSAC Fire Officer 2 and IFSAC Instructor II.
8. Have not been convicted of a job-related crime or released from prison within the last 10 years.
9. Ability to read and write the English language.
10. Ability to meet Fire District physical standards.
11. Must have excellent reasoning and critical thinking skills with an ability to generate appropriate solutions.
12. Must be able to analyze situations and adopt a quick, effective and reasonable course of action, especially under conditions which may at times be psychologically and emotional stressful.
13. Must be able to communicate effectively with people who are in physical or emotional distress, and deal with customers in a respectful, courteous manner.
14. Ability to work flexible schedule as needed Sunday-Saturday to allow for early morning, evening or weekend appointments, training, or meetings.
15. Experience managing and mentoring volunteer staffing programs.
16. Knowledge in volunteer recruiting and retention programs.
17. Must be able to establish and maintain good working relationships.
18. Must live within a reasonable response time of the main station within 6 months of employment.

HOW TO APPLY

Application packets to be requested by email from: k.hogan@ycfd4.org and will be emailed back to email address provided.

Application Checklist; Complete Yakima County Fire District 4 – East Valley Fire Department
Application Packet

Cover Letter and Resume'

Answers to Supplemental Questions

All application materials must be received no later than 16:00 on February 18, 2022 and must be complete and thorough. Materials will be reviewed for completeness. Any deficiencies will eliminate the application from moving forward.

Questions may be directed to:

Dale E. Hille, Fire Chief

d.hille@ycfd4.org

(509) 457-8615 – Office

(509) 797-5843 - Cell