

FIRE CHIEF

CITY OF WILLIAMSBURG

Williamsburg is an independent city located on the Virginia Peninsula on the I-64 corridor, midway between Richmond and Norfolk/Virginia Beach. Williamsburg rests in the center of the Eastern Virginia region, which has a population of over 2.5 million. The city's 2015 population is 15,064 distributed over 9.2 square miles. The City of Williamsburg operates under the Council-Manager form of government. All 5 members of Council are elected at-large, and appoint the Mayor, Vice-Mayor, City Manager, City Attorney, and Clerk of Council. The Mayor chairs the City Council and acts as the official head of the city government. The City Manager administers the city government, carrying out the policies of City Council.

The City of Williamsburg's local government has a long history of achieved excellence. The community has grown to expect above average service from the employees and are rarely disappointed. This is achieved through an organizational desire to be innovative, energetic, and collaborative. Initiative and drive are valued qualities in every new employee that is selected.

WILLIAMSBURG FIRE DEPARTMENT

The mission of the Williamsburg Fire Department is to ensure a prompt, safe and timely response to emergencies of an all hazards nature; and to diligently enforce all life safety measures to ensure a safe and livable community for citizens and visitors. In order to accomplish such a broad mission, members of the Williamsburg Fire Department are trained to respond to a variety of situations including fires, hazardous materials releases, medical emergencies, structural and confined space rescues and other situations that may arise. The 41 dedicated men and women of the Williamsburg Fire Department provide twenty-four hour emergency services to approximately ten square miles. Included within the city boundaries are Colonial Williamsburg, a 1.5 square mile outdoor museum of 18th century structures; and William and Mary university. The department also maintains an extensive and comprehensive automatic mutual aid program with James City County and York County Fire Departments.

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The City of Williamsburg offers an exceptional opportunity for a fire service professional who is ready to embrace the challenges and rewards of the position of Fire Chief. The Fire Chief plans and directs the programs, services and activities of the Fire Department to ensure community safety and that public resources are used effectively and efficiently to support the mission, vision, and strategic goals of the City of Williamsburg. The position serves as the Coordinator of Emergency Management to ensure the City effectively plans, responds, mitigates and recovers from disasters that may impact the City. The Fire Chief functions as a member of the City's Executive Team and reports directly to the City Manager.



FIRE CHIEF

THE IDEAL CANDIDATE

The ideal candidate will exemplify public service leadership and have a proven track record in setting and achieving strategic goals; demonstrating leadership in support of organizational mission and values; working collaboratively with a diverse customer base to deliver effective solutions with a keen commitment to excellent service; and maintaining high standards of accuracy and efficiency in exercising duties and responsibilities. The candidate should have extensive knowledge in all facets of firefighting and rescue operations; financial and budget management; employee relations; principles and practices of public administration, leadership and supervision. This position requires the ability to respond effectively to the most sensitive inquiries; embrace diversity by fostering and maintaining effective working relationships with community groups, partner agencies and other city departments; and prioritize and manage multiple projects simultaneously and effectively. This is a highly complex executive level position which requires the ability to formulate strategies and make organizational decisions which are consistent with goals and objectives established by City Council and the City Manager. The ideal candidate will instill and maintain public trust in the City's mission and role in the community, have the ability to function as a team member and be adaptable to performing effectively under moderate to high levels of stress. The incumbent is considered "essential personnel" during City emergency situations and is expected to be available 24/7 to support activation of the Emergency Operations Center.

QUALIFICATIONS

Education and Experience: Bachelor's Degree in Fire Science, Public Administration, or related field from an accredited college or university; and ten (10) years of progressively responsible experience; or an equivalent combination of education and experience.

Special Qualifications: (required or the ability to achieve, subject to approval): Virginia Department of Fire Programs Fire Instructor II, Virginia Department of Fire Programs Fire Officer IV; National Fire Academy Incident Safety Officer; National Fire Academy Leadership Series; and ICS 100, 200, 300, 400, 700, 800; must possess and maintain an EMT certification at a minimum; must reside either in the city or within ten miles of the corporate boundary.

Starting salary negotiable depending upon qualifications and experience. The City of Williamsburg provides a comprehensive and competitive benefits program. Qualified candidates should submit a resume, cover letter and three (3) professional references by July 23, 2019 to: Dawn Hicks, Human Resources Director 401 Lafayette Street, Williamsburg, VA 23185 or dhicks@williamsburgva.gov.

