

Assistant Fire Chief

The City of Winchester and the Winchester Fire & Rescue Department invites you to come join our team! The City has an outstanding strategic plan that includes goals and objectives, a clear vision, and a culture of collaboration. We are currently recruiting for a Fire & Rescue Assistant Chief.

Example of Duties

- Assists in developing and maintaining the department budget;
- Develops and directs through department administration;
- Develops and maintains department policy and procedure;
- Develops and maintains department information technology;
- Coordinates and manages department work schedules;
- Coordinates and manages department internal affairs;
- Serves on the local EMS Council, Board of Directors;
- Serves as the liaison with the Operational Medical Director;
- Department grants management;
- Supervises and conducts evaluations of all assigned subordinates;
- Supervises emergency scenes of Fire, EMS, and Hazardous Materials;
- Communicates and coordinates with volunteer members and volunteer officers;
- Attends civic group meetings;
- May serve in an acting capacity in the absence of the Fire Chief;
- Contributes to a positive work environment.

Typical Qualifications

- Any combination of education and experience equivalent to a Bachelor's degree is required.
- A minimum of twelve years (12) of full-time well-rounded experience in a career/combination fire and rescue department. Of the twelve years, a minimum of nine years of full-time progressive fire service supervisory and command experience that clearly demonstrates the experience is indicative of senior executive level management capability necessary for leading.
- Possession of a valid and appropriate driver's license.
- Possess and maintains valid and appropriate certificates for the following: Fire Officer – Level IV, NFPA 1403 Compliance Officer, FA – Incident Safety Officer, Fire Instructor – Level II, Emergency Medical Technician, Emergency Vehicle Operations Course (Level III), Driver Operator – Pumper AND Aerial, Mayday Firefighter Down and Hazardous Material Operations. Certificates must be available and recognized by the Commonwealth of Virginia. If applicable, current Advanced Life Support providers must maintain certification as recognized by the VA Office of Emergency Medical Services and cleared to practice in the department by the Operational Medical Director (OMD). Requirements specified in the NIMS compliance manual.

- Thorough knowledge of the principles and practices of emergency medical services, rescue, fire prevention, suppression and hazardous materials mitigation.
- Thorough knowledge of departmental rules and regulations.
- Thorough knowledge of local geography, safety hazard, firefighting and rescue resources.
- Thorough knowledge of use and maintenance of firefighting and emergency medical service equipment and apparatus.
- General knowledge of supervisory principles and practices through the City Management Program.
- Ability to effectively supervise others during emergencies and non-emergency situations.

For more information and to apply for this position please visit the City of Winchester's website at www.winchesterva.gov.