



COUNTY OF WARREN, VIRGINIA FIRE CHIEF

Warren County (est. pop. 40,000), covering 219 sq. miles located in the northern Shenandoah Valley, is seeking highly motivated and experienced chief officers with strong leadership skills as candidates for the position of **Fire Chief**. Warren County is known for its prime location; scenic beauty; tourist attractions such as the Skyline Drive, Skyline Caverns, and the Shenandoah River; proximity to numerous colleges and universities; strong public school system; and its diverse economy and workforce.

About Warren County Department of Fire and Rescue Services:

The Warren County Department of Fire and Rescue Services (WCFR) is an effective combination modern fire department supported by approximately 40 active volunteers, a full-time career staff of 33, and a part-time career staff of approximately 12. WCFR also oversees administrative and EMS billing functions and volunteer recruitment and retention support. WCFR currently staffs five (5) stations. A brand new currently-under construction station, with an approximately \$6 million Warren County investment, is slated to become the sixth station staffed in November of 2020. In addition, WCFR was recently notified of the award of almost \$2 million in grant funding, including \$1,216,724 for the Staffing for Adequate Fire and Emergency Response (SAFER) which will cover 100% of salaries and benefits for six (6) new Firefighters for three (3) years. Warren County was awarded a \$725,000 grant to replace Self-Contained Breathing Apparatus (SCBA). The current combined budget for FY 2020-2021 is approximately \$4.6 million. The current mission of WCFR is "To serve the community as one single Department with a common mission; to deliver the highest level of service and perform at our best to those in need at their worst".

General Description of Work:

This position performs difficult professional and administrative work directing fire, rescue, and emergency service activities of the County. Supervision is exercised over all department personnel. Responsibilities include coordinating all emergency operations; handling personnel and public information matters; developing and overseeing annual department budget; formulating and implementing fire and emergency medical services policy, procedures; rules; and regulations; responding to significant emergencies and acting as incident commander; managing emergency management plans and post disaster activities, etc.



Education and Experience:

Successful candidate must possess ability to establish and maintain productive and harmonious relationships with volunteers, career personnel, County officials, associates, community partners, and citizens; comprehensive knowledge of fire administration, including organization, staffing, financing, equipment management and maintenance, records and reports; comprehensive knowledge of modern firefighting techniques and equipment and geography of the County; and ability to exercise sound judgment and discretion in emergency situations. Any combination of education and experience equivalent to graduation from an accredited college or university with major coursework in fire science, fire administration or related field required with extensive administrative experience of a wide and progressively responsible nature in the fire services including considerable supervisor experience. Possession of appropriate driver's license valid in the Commonwealth of Virginia. Possession of EMT-B, Emergency Assistant or Emergency Manager certifications. Must meet and maintain minimum qualifications for position as established by the County and the Commonwealth of Virginia. Salary range is \$81,702.40 - \$124,319.85, DOQ, with an excellent benefits package. Beginning salary is negotiable based on qualifications and experience.

How to Apply:

To be considered for this position, please submit a cover letter, detailed resume including career accomplishments and salary history, a completed Warren County Employment Application, and five professional references to: Warren County, ATTN: Jodi Saffelle, Human Resources Manager, 220 North Commerce Avenue, Suite 100, Front Royal, VA, 22630, or by email to jsaffelle@warrencountyva.net. Telephone is (540) 636-4600. Warren County's Employment Application and job description is available on the County's website at www.warrencountyva.net. Applications will be accepted until the vacancy is filled. Application reviews will begin October 30, 2020. Warren County is an Equal Opportunity Employer.