



The City of
PLACENTIA
California



INVITES YOUR INTEREST FOR THE POSITION OF

DEPUTY FIRE CHIEF

RECRUITING SERVICES PROVIDED BY



THE ORGANIZATION

At the City of Placentia, we strive to make a difference by continually developing our progressive and innovative workforce. Our team works together to foster an environment that promotes diversity, creativity, and respect for everyone's opinions to ensure a better result for the community we serve.

The City believes in a philosophy of continuous improvement and seeks to provide employees with a number of professional development opportunities, including citywide leadership academies, Departmental Retreats, professional coaching, and more. If you are interested in a public safety career with an established agency dedicated to improving the way its employees work, develop, and thrive, this position would be an excellent opportunity for you. Don't wait; apply today!

THE DEPARTMENT

The Placentia Fire and Life Safety Department (PFLSD) was established in 2018 and comprises of 28 full-time personnel: one (1) Fire Chief, one (1) Deputy Fire Chief, three (3) Battalion Chiefs, six (6) Captains, seven (7) Engineers, six (6) Firefighters, one (1) Fire Marshal, one (1) Senior Management Analyst, one (1) Office Assistant, and one (1) Community Risk Reduction Specialist. PLSFD also employes eighteen (18) part-time Reserve Firefighters.

The department facilities include two (2) fire stations and a department headquarters, which were all renovated in 2021. The PFLSD apparatus consists of two (2) 2020 Seagrave Type I Engines, one (1) 2020 Seagrave Quint with a 100-foot ladder, one (1) 2020 HME Type VI Patrol, two (2) 2019 Ford F350s Battalion Chief Command vehicles, one (1) Fire Chief vehicle, one (1) 2020 Interceptor Explorer Deputy Fire Chief vehicle, and (1) one 2020 Ford F150 utility vehicle.

PFLSD personnel operates as California BLS emergency responders and have partnered with Lynch Ambulance for ALS services. Lynch operates two (2) ALS units which are housed and respond from each PFLSD Fire Station. Each ALS unit is staffed with two (2) paramedics.

THE POSITION

The Deputy Fire Chief is the top-level administrative management position reporting directly to the Fire Chief. Employees at this level possess a thorough knowledge of City and department policies and procedures, principles of emergency management, fire suppression techniques, budget and personnel administration, employee discipline, and public safety principles and practices. This is an exempt, at-will, mid-management position subject to a contract.

THE COMMUNITY

The City of Placentia is located in the northeastern section of beautiful Orange County and lies in the heart of Southern California. Orange County is the third largest county in California, trailing Los Angeles and San Diego county, and represents 8% of the state's population. The City consists of approximately 6.7 square miles of land area and serves a population of 52,000.

Placentia is a beautiful suburban community offering quality schools, stately churches, wholesome recreation, and a growing Old Town district. The City is located minutes away from distinguished cultural, educational, sports, and resort centers such as Disneyland, Anaheim Stadium, California State University at Fullerton, Orange County Performing Arts Center, the Honda Center, Knott's Berry Farm, and a variety of world famous Southern California beaches and mountains.

The City was founded in 1910 and incorporated in 1926. Placentia has grown to 51,727 residents. Operating as a Charter City since 1965, Placentia is governed by a five- member City Council. The City operates as a Council-Manager form of government which provides the policy-making leadership of a City Council with the administrative oversight of a City Administrator.



QUALIFICATIONS

Education: A typical way of obtaining the knowledge, skills and abilities previously outlined is by obtaining an associate or bachelor's degree in Fire Science, Fire, Public Administration, or a related field. A master's degree is highly desirable. Graduate or currently enrolled in the Executive Fire Officer's Program from the National Fire Academy is also preferred.

Experience: Eight (8) or more years of increasingly responsible, professional firefighting experience in a municipal fire department, fire service experience, of which at least three (3) years were in a supervisory position equivalent to a Battalion Chief or above in a fire agency.

CERTIFICATIONS

REQUIRED:

- A valid Class C California driver's license and the ability to maintain insurability under the City's Vehicle Insurance Policy.
- California State or National Fire Protection Association (NFPA) Fire Instructor 1 or equivalent.
- California State or NFPA Fire Instructor II Certification or equivalent.
- Emergency Medical Technician-Basic Certification from California or NREMT (active).

DESIRABLE:

- Applicable Incident Command System Coursework Certification in area of assignment. Hazmat On-Scene Incident Commander Certification.
- California Chief Officer Certificate required by the end of the probationary period.
- Chief Fire Officer designation from the Center for Public Safety Excellence is desirable.

DUTIES

Essential responsibilities and duties may include, but are not limited to, the following:

1. Assist the Fire Chief in the planning, implementing, and directing the services and activities related to the delivery of Fire Department Operations, including but not limited to, fire suppression, emergency medical delivery, hazardous situation mitigation, disaster response, and budget preparation.
2. Directly supervise and manage the Battalion Chiefs assigned as Shift Commanders; may assume responsibility for carrying out Battalion Chief role in the event of a long-term absence or vacancy.
3. Respond to emergency incidents and assume Incident Command when appropriate.
4. Establish strategies and programs to meet the department operational goals; continuously review operational activities and programs to identify issues and create solutions for improving service delivery; recommend and administer new policies and procedures to increase department efficiency and effectiveness.
5. Coordinate department activities with other City departments and outside agencies; provide technical advice.
6. Build strong and cohesive relationships within the workforce, labor groups and external stakeholders.
7. Support ongoing health and wellness initiatives while ensuring the utmost safety for all staff of the department.
8. Ensure effective and efficient training through data analysis, personnel feedback, and strategic planning.
9. Enhance relationships with an array of partner agencies and stakeholders on local, regional, statewide, and national levels.
10. Ensure continuity across all shifts regarding SOGs, SOPs, and Policies and procedures.
11. Promote strong leadership characteristics to develop future leaders.
12. Represent the City through professional interactions with the public, community groups, and organizations.
13. Serves on the Operations Committee of the Orange County Fire Chiefs Association (OCFCA).
14. Coordinates with Battalion Chiefs to establish daily operational priorities.
15. Provides direct supervision to the suppression supervisory staff.
16. Reviews the operations of the fire suppression shifts to assure the accomplishment of primary goals and objectives.
17. Ensures conformance to policies, regulations, and procedures.
18. Assists in the development and administration of the department budget.
19. Attends and presents technical information and reports to the City Council as requested.
20. Conducts internal fire department investigations as required.
21. Assist with the Accreditation process with the Center for Public Safety Excellence (CPSE).
22. Ensure Department Policies/Procedures are updated to reflect Labor Groups and MOUs.
23. Perform other duties as assigned.



IDEAL CANDIDATE

Talent Development: keep a continual eye on the talent pool to monitor skills and needs of team members, expand staff skills through training, coaching, and development and evaluate staff performance and succession planning.

Organizing & Planning: apply strong organizational and planning skills, be productive and efficient, manage time wisely, and effectively prioritize multiple competing tasks.

Organization Knowledge: understand the workings of a fire municipal organization, develop formal and informal policies and structures, and know "how the place works."

Relationship Building: understand that a primary factor in success is establishing and maintaining productive relationships, interacting effectively with people, and devote time and energy to establishing and maintaining networks.

Written Communication: write clearly and concisely and use written language to convey substance and intent with simplicity, accuracy and clarity.

Change Agility: be adaptive and effective in the face of ambiguity, and possess an orientation for change.

APPLICATION AND SELECTION PROCESS

Filing Deadline | Friday, March 10, 2023

First Review Date | Friday, February 24, 2023

To apply for this exciting career opportunity, please send a compelling cover letter and your detailed resume electronically to apply@bobhallandassociates.com.



Please contact Bob Hall at (714) 309-9104 should you have any questions regarding this position or the recruitment process.

Application materials will be screened in relation to the criteria described in this brochure. Candidates deemed to be the most highly qualified will be invited to participate in the selection process. The selection process will include phone interviews with the most qualified candidates, panel interviews, and final interviews with the Fire Chief. Appointment is subject to completion of a thorough background and reference checks, and pre-employment medical exam.

BENEFITS

Salary - \$137,395.12 - \$167,004.63 Annually

Schedule - The City operates on a "4/10" work schedule.

Retirement - The City contributes up to 10% of the employee's base salary into a MissionSquare (formerly ICMA-RC) defined contribution account with a 4-year vesting period.

Health Insurance - The City provides up to \$1,877 per month to purchase health insurance for employee and dependents through the CalPERS Health Benefits program. Alternatively, there is a \$400 medical opt out payment for employees who are insured outside the City's insurance coverage.

Dental & Vision Insurance - Fully paid plan for dental and vision insurance for employees and dependents.

Telecommunications Allowance - \$75/month stipend.

Educational Incentive Pay - 2% for Associates, 4% for Bachelors, and 6% for Masters Degree.

Life Insurance - Fully paid life insurance policy equal to annual salary. Additional life insurance available for purchase at employee's expense.

Disability Insurance - Fully paid short-term and long-term disability insurance policies.

Bilingual Pay - An additional pay of \$175 per month.

Flexible Spending Account - Employees may contribute to a Section 125 Flexible Spending Account on a voluntary basis.

Deferred Compensation 457 (b) Plan - Employees may contribute to a deferred compensation plan on a voluntary basis.

Holidays - 13 paid holidays per year.

Personal Time Off (Vacation Leave) - 80 hours per year; increases to 120 hours after 3 years of service.

Alternative Health & Wellness (Sick Leave) - 96 hours per year; this program includes an incentive of up to \$1,250 per fiscal year.

Management Leave - Up to 80 hours per year.

Holiday Closure - City Hall is closed annually for two weeks between Christmas Eve and New Year's Day (City paid time off varies per year & benefit group).

