

# **Fire Chief**

## **Licking Township Fire Company**

### **Description:**

Licking Township is accepting applications for the position of Fire Chief. Licking Township is located in Licking County, Ohio, United States, with 4,800 residents. Licking Township covers 26.2 square miles, Licking Township is family-centric and contains commercial, farm, and residential properties with a rapidly expanding community. Licking Township Fire Company currently operates with a full-time chief, paid part-time, and volunteer personnel.

Licking Township Fire Company is a full-service department that provides part-time around the clock emergency response, fire safety education, inspections, suppression, investigations, emergency medical support, disaster response, hazardous materials mitigation, services, and community outreach. The department contracts with bordering townships to provide services to those townships and provides mutual aid to various townships and municipalities. The Fire Chief reports directly to the Board of trustees and is expected to be highly visible and active in the community.

The Township is seeking a candidate to serve as a visionary leader with exceptional character and integrity, proven leadership and management skills, excellent communication and interpersonal skills, and the ability to develop strong working relationships. Successful applicants will have a broad background in all aspects of Fire/EMS service delivery, including suppression, EMS, prevention, and inspection, and possess astute financial management skills including but not limited to budgeting, levy, EMS billing, and grant writing.

### **Duties**

The Fire Chief duties and responsibilities include but are not limited to:

- Overall administration of all Fire Department operations and functions, emergency services, fire prevention, building inspections, fire investigations, and public education.
- Overall administration of the Fire Department operations including department personnel functions, training, staffing, maintenance, supply, and budgeting.
- Protection of life and property of citizens due to fire, panic, accident, and related incidents
- Coordinates with other department heads within the Township Government
- Coordinates with other Fire Chiefs within the State, County, and local fire network
- Serves as a source of information to the Trustees and community

### **Qualifications**

- The Licking Township Board of Trustees seek an energetic, self-motivated individual with excellent communication and interpersonal skills, and the ability to foster a strong team environment.
- The successful candidate will possess a comprehensive set of administrative, personnel, finance, and budgetary skills
- Collaborating with other township and/or governmental departments and community partners is critical to success
- The selected candidate will possess an extensive knowledge of fire suppression, emergency medical services, and emergency management
- They will understand that just taking care of fire and emergency services is not enough – the new Fire Chief will work with the Township Trustees to continually strive for the success of the entire department and Township
- Must have a minimum of 5 years of diverse experience as a firefighter and EMT, including 3 years in a supervisory or administrative position
- Additional years of experience may be substituted for an Associate's degree with high school diploma
- State of Ohio Fire Safety Inspector Certification preferred but not required
- Valid State of Ohio Fire Fighter I & II Certification, and EMT Paramedic Certification
- Possession of a valid State of Ohio motor vehicle operator's license
- Candidate will be required to complete a background check, a driver's license review, physical and drug screening

## **SALARY AND BENEFITS**

Salary is negotiable based on experience and qualifications.

Licking Township provides all full-time employees with health insurance (shared premium expense), life insurance, life/accidental death and dismemberment; paid vacation, paid sick leave, and required contributions to the Ohio Police & Fire Pension Fund.

## **APPLICATION INSTRUCTIONS**

All interested applicants must submit a cover letter and a resume w/ 3 professional references postmarked by **September 13, 2024 at 4pm**. via mail to:

Licking Township Trustees

P.O. Box 222

Jacksontown, OH 43030

Final candidates must pass a criminal background and abstract driving record check, physical exam, and drug screen. Licking Township, Licking County is an Equal Opportunity Employer.