



**SEDONA  
FIRE  
DISTRICT**

Is Seeking an  
Accomplished Professional  
to Serve as

# **FIRE CHIEF**

**Closing date: April 30, 2019**

# THE DISTRICT

The Sedona Fire District is headquartered in one of the most scenic areas of the country. The "Red Rocks" attract tourists from all over the world and has been referred to as "The Most Beautiful Place on Earth." Sedona was also voted a must-visit Arizona attraction in USA Today's "10 Best Readers' Choice 2017."

In existence since 1950, the Sedona Fire District has undergone significant growth and change. It provides emergency services for an area spanning 274 square miles, covering the City of Sedona, the Village of Oak Creek, Oak Creek Canyon, and multiple areas within the region. Sedona Fire is a leader in EMS with the distinction of holding CON#1 for the State of Arizona, is active in community para-medicine, and consistently outperforms the national averages in cardiac arrest survival rates. The Sedona Fire District has an ISO rating of 3 for most of the District, and is currently working towards accreditation. Timely response and effective management of medical, rescue, and fire control situations represent the most immediate priorities of the Fire District.

The Sedona Fire District can best be described as diversified in terms of terrain and landscape. Sedona is surrounded by 1.8 million acres of national forest land offering varied recreational activities such as bird watching, hiking, biking, rock climbing, and off road vehicle riding. Other attractions include Oak Creek Canyon, Slide Rock, and Red Rock State Parks.

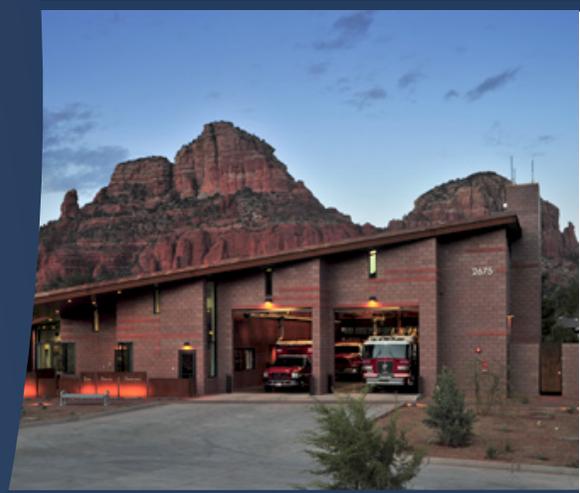
As a leader in specialized areas of emergency services, the Sedona Fire District deploys Technical Rescue Teams, who are nationally recognized instructors, to incidents involving Swiftwater and High Angle Rescue. The helicopter rescue team includes shorthaul technicians who, under standards set forth by DPS Air Rescue, are able to insert rescue personnel and extract patients from inaccessible terrain. Members of the Sedona Fire Wildland Program have developed and delivered training in Fireline medical responses across the United States, and fulfill command staff positions on national incident management teams.

Sedona Fire also offers a unique level of diversity in terms of the community it serves. The Sedona area is a world popular destination for nearly three million tourists who visit each year. It serves as a premier international tourist center, has over over 10,000 residents, and is a center of tourism, recreation, retirement, viticulture, and arts centers. This location has something to offer everyone.

## Our Mission

We help people through Safe, Friendly, and Dedicated Service.

The Sedona Fire District is a community leader in emergency services making our District one of the safest places in the world to live, work, and explore.



## THE POSITION

The Sedona Fire District is seeking a Fire Chief with a commitment to service and demonstrated accomplishments. They are seeking a collaborative, customer oriented, politically skilled, strategically-minded leader who possesses outstanding communication, administrative, and technical skills to provide safe, friendly, and dedicated service.

Top candidates must have the ability to thrive in a world class tourist region containing broad geographic diversity. This position requires creative and strategic leadership with the ability to fully implement best practices for deployment of firefighting resources as well as emergency management issues.

The Fire Chief is an executive level position that reports to the five-member District Governing Board that is responsible for the efficient and effective management of the District. The Fire Chief will provide strong leadership that will inspire achievement and earn the confidence of District personnel, the Governing Board, and the community.

The selected Fire Chief will have a track record of being a forward-thinking leader who believes in making the right ethical, value-based decisions for the benefit of the District and the community it serves.

### **Specific responsibilities include:**

- Providing strong leadership that will inspire achievement and earn the confidence of District personnel, the board and the community.
- Demonstrate exceptional decision making and analytical skills by consensus building, continuous learning, strategic agility, and political savviness.
- Effectively manage the District's financial resources and communicate the District's financial structure and position to internal and external stakeholders.
- Exhibit command presence by demonstrating leadership, initiating action, providing direction, and being accountable.
- Align systems, develop staff, build teams, organize functions, determine priorities, and improve processes to provide exceptional service.
- Ensuring professional development of command staff and employees to enhance their success and facilitate positive employee morale and strong organizational performance.
- Adapt to changing circumstances and priorities, lead change initiatives, seek out innovations, create a continuous learning culture both personally and for the organization.
- The ability to articulate a vision and lead the implementation of the District's 2018 Strategic Plan in support of that vision.
- Possess a participative leadership style, working effectively with others.



## IDEAL CANDIDATE

The Ideal Candidate will be a dedicated public servant with superior interpersonal and communication skills and a proven track record as a confident and innovative leader who is comfortable operating in a dynamic environment.

This executive must exhibit strong relationship-building skills with an ability to solicit input and ideas from stakeholders and provide options and solutions on an array of fire service issues, always acting in the best interest of the District and surrounding community.

The successful candidate will possess a comprehensive understanding of fire science, and have the ability to quickly implement a mitigation strategy that takes into consideration the history of fires throughout the District, including wildland fires and urban interface, significance and impact of the historic fire protection corridors, and the sprawling, geographically dispersed region.



## QUALIFYING EXPERIENCE & EDUCATION

**Education** - A Bachelor's degree in business administration, public administration, fire science, medical field, environmental management, or a closely related field from an accredited college/university is required.

**Experience** - The successful candidate will have at least five (5) years of command position experience equivalent to Battalion Chief, Chief Officer, Commander, or higher, in fire and emergency operations and administration (finance, human resources, risk mitigation, and fire prevention).

### Preferred Qualifications:

- A master's degree, and
- Experience in emergency response, and wildland fire is highly desirable.

Candidates must complete a background check, psychological assessment, medical exam, and drug screening.

Candidates must be eligible for insurance coverage and must possess an Arizona driver's license at the time of appointment.

Residency within the District is required within three (3) months of appointment.

## COMPENSATION & BENEFITS

The salary range for the Fire Chief position includes six steps. The appointment for this position is expected to be within \$132,958 (step 2) to \$153,915 (step 5). Salary will be negotiated with the Board and will be based upon qualifications.

The District also offers a generous benefit package, including health insurance, vacation, sick time, retirement plan, a district vehicle, and other equipment for business use.

Enrollment in the District's retirement plan will be dependent on candidate's current retirement status and/or enrollment in Arizona's retirement plans, including PSPRS.

The District does not participate in Social Security benefits.

Relocation expenses are available and open to negotiation.



## APPLICATION & SELECTION PROCESS

The closing date for this recruitment is **April 30, 2019** at 11:59 p.m., PST.

This is a confidential recruitment and will be handled accordingly throughout the process. Candidates should be aware that references will not be contacted until mutual interest has been established. Candidates are encouraged to apply immediately. Qualified candidates are invited to submit a focused résumé detailing their education, experience, and demonstrated career accomplishments relevant to this position. To apply, please send your résumé and cover letter to **Bruce Davis** at [bdavis@rgs.ca.gov](mailto:bdavis@rgs.ca.gov).

Candidates will participate in a preliminary phone interview scheduled for the week of **May 1 - May 3, 2019**. Thereafter, qualified candidates will be invited to a structured interview process, via Skype, on **May 22 - May 23, 2019**. Only the most qualified candidates will be invited to participate in an in-person assessment center process scheduled **June 3 - June 4, 2019**. The successful 3 - 4 candidates will then be invited to interview with the Board, and the public on **June 18, 2019**.

Neither Regional Government Services nor the Sedona Fire District are responsible for failure of email transmission in submitting your application. Candidates with a disability who may require special assistance in any phase of the application or selection process should advise Human Resources by emailing [bdavis@rgs.ca.gov](mailto:bdavis@rgs.ca.gov).

Confidential inquiries are welcomed and should also be directed to Bruce Davis of Regional Government Services at [bdavis@rgs.ca.gov](mailto:bdavis@rgs.ca.gov). Candidates are encouraged to further research the District's website at [www.sedonafire.org](http://www.sedonafire.org).

**THE SEDONA FIRE DISTRICT IS  
AN EQUAL OPPORTUNITY EMPLOYER**

