RECRUITMENT:

Assistant Chief, Operations
Fire, Rescue and Emergency Management

Now accepting applications for:
Assistant Chief, Operations
Fire, Rescue and Emergency Management

Hiring Range:
Negotiable up to $141,286
Depending on Qualifications

Candidates may apply online at
www.loudoun.gov/jobs

Closing date: August 1, 2014

Loudoun County Government Center
1 Harrison Street, SE
Leesburg, VA 20175

Loudoun County Government is an Equal Opportunity Employer

Teamwork • Integrity • Professionalism • Service
ABOUT THE POSITION

The Department of Fire, Rescue, and Emergency Management Services (DFREM), is seeking an experienced senior level management professional for the position of Assistant Chief, Operations, reporting directly to the Chief, DFREM.

The **Assistant Chief, Operations**, will primarily be responsible for oversight and management of fire, rescue, EMS and special operations, to include: ensuring worksites and emergency apparatus are staffed in a safe and effective manner by adequately and appropriately trained career and volunteer emergency service personnel, operations are carried out according to legal and ethical requirements in a manner that fosters a culture of cooperation among career and volunteer providers, building and maintaining trust within the career and volunteer ranks and the public. Directly supervises Deputy Chiefs assigned to Operations. May supervise other DFREM program areas, such as 9-1-1 Emergency Communications, Training, Emergency Management, Asset Management (Fleet, Facilities, Logistics, Respiratory Protection), Human Resources and Risk Management; provides interim overage in absence of the Chief, DFREM. Responsible for assigned program budget development and administration, as well as developing strategic direction on assigned program areas.

This position is subject to emergency response on a 24/7 basis and will serve as either a member or the Chairperson of the Loudoun County—Combined Fire Rescue System (LC-CFRS) Executive Committee, which has responsibility for the formation of the system-wide rules, regulations and policies.

THE IDEAL CANDIDATE

Successful candidate must demonstrate experience in and knowledge of: emergency medical services, fire suppression, emergency management, complex incident management and disaster preparedness, fire prevention and education programs, hazardous materials response, volunteer recruitment and retention, and homeland security.

**Requirements include:**
- Any combination of education and experience equivalent to a High School diploma and a minimum of 16 years of experience in fire administration or a related field; prefer Master's Degree in Fire, Emergency Medical Services or Public Administration or a public safety related field with at least 10 years of applicable experience.
- Two years of incident command level experience managing multiple station operations.
- National Fire Academy (NFA) - Executive Fire Officer (EFO) certification. Center for Public Safety Excellence (CPSE) - Chief Fire Officer (CFO), Chief EMS Officer (CEMSO) or Chief Training Officer (CTO) professional designation highly desirable.
- Valid Driver's License, NFPA Fire Officer III, NFPA Fire Instructor II, OSHA Hazardous Materials Operations, and NREMT or Virginia EMT (or other state equivalent within one year of employment.) NIMS 100, 200, 300, 400, 700 and 800, required within one year.
- Position subject to annual NFPA 1582 physical.

**Key knowledge, skills, and abilities:**
- Strong understanding of a combined career and volunteer staffed system.
- Ability to successfully manage and lead within this unique environment.
- Ability to develop innovative solutions to complex and diverse problems.
- Strong employee relations skills, with the ability to proactively address employee relations issues within the ranks.
- Ability to balance diplomacy with assertiveness while building consensus between the career staff and the volunteers.
- Strong communication skills: ability to convey complex ideas verbally and in writing, and effectively articulate goals, mission and strategic initiatives to elected officials, residents and other stakeholder groups.
The Loudoun County Department of Fire, Rescue and Emergency Management (DFREM) is comprised of over 500 dedicated personnel organized into six divisions: Asset Management, Communications/Support Services, Fire Marshal’s Office, Office of Emergency Management, Operations, and Training/EMS. Our Core Values are: Teamwork, Integrity, Professionalism, and Service.

These personnel provide a full range of emergency response services, to include hazardous materials mitigation, water rescue, and wildland firefighting, as well as:

- Coordination and delivery of fire, EMS and related training
- Fire prevention, public education, and community outreach programs
- Fire investigation
- E-911 Emergency Communications Center
- Volunteer recruitment and retention

The Department participates in a wide variety of regional councils and committees to develop strong mutual aid response plans and associated operational guidelines for use during day-to-day incidents, as well as large scale disasters.

**COMBINED CAREER AND VOLUNTEER STAFFED SYSTEM**

Loudoun has a long history of volunteerism. Throughout the 1980s and much of the 1990s, Loudoun’s fire/rescue services were provided by volunteers supplemented by career personnel. Over time, increased demand for service coupled with fewer volunteers available during daytime hours necessitated hiring additional career personnel. Today, fire and rescue services in Loudoun are provided through a combination system that includes DFREM and 16 independent volunteer fire and rescue companies, with approximately 900 active administrative and operational volunteer personnel. These personnel operate out of 19 fire/rescue stations across the County.

**The Hiring Process:**

First-round panel interviews are anticipated to take place in September and will include stakeholders from the combined system. Finalists will be invited back for an interview with the System Chief.

For further information and/or to apply, please submit your application electronically by visiting our website at [www.loudoun.gov/jobs](http://www.loudoun.gov/jobs).
ABOUT LOUDOUN COUNTY

Loudoun County is located approximately 25 miles northwest of Washington, D.C. and is consistently ranked as one of the fastest growing counties in the United States – the County has doubled from 169,599 residents in 2000 to 351,611 in 2014. Loudoun is a member of the Metropolitan Washington Council of Governments (MWCOG) and the National Capital Region (NCR).

Loudoun encompasses 520 square miles and is bordered by the Blue Ridge Mountains to the west and the Potomac River to the north. Loudoun is widely known for its beautiful scenery, rich history, and strong sense of community. The County offers a blend of suburban progress, rural traditions, and historic towns.

As the home of Dulles International Airport and “Data Center Alley,” the County has established a reputation as an international center for technology, communications, and transportation. Our economy is robust, with a mix of technology companies, government contractors, and biomedical research facilities. The number of small businesses continues to grow, with everything from traditional agriculture to vineyards and wineries. Amenities such as theaters, museums, and restaurants are abundant.

Loudoun offers a diverse mix of cultural, recreational, and educational opportunities. In particular, Loudoun County boasts a top-notch public school system. For additional information, visit the school system’s website at www.loudoun.k12.va.us/

EMPLOYEE BENEFIT HIGHLIGHTS

Loudoun County has been recognized by the American Heart Association and designated as a Fit-Friendly organization.

As part of the total compensation package, employees of Loudoun County enjoy a rich benefits package. Some of the benefits offered include:

- A choice of health insurance plans
- Dental and Vision Benefits
- Flexible Spending Accounts for Dependent Care (with match) and Healthcare
- Deferred Compensation Plan
- Participation in the Virginia Retirement System
- Long-term Care Insurance
- Short & Long-term Disability Benefits
- Leave benefits to include paid holidays, annual and sick leave accrual and personal leave for senior positions
- An award-winning Wellness Program
- Employee Assistance Program
- Tuition Assistance
- Credit Union membership
- Virginia Prepaid Education

More details regarding all benefits can be found by visiting our website at www.loudoun.gov.