



THE CITY OF SANFORD, N.C.

Invites Your Interest in the Position of
FIRE CHIEF



The growing City of Sanford, North Carolina is seeking an experienced fire professional with high integrity and positive mental fortitude to serve as its next **Fire Chief**. The successful candidate has served in multiple fire service functions and roles with a track record of advocating for best practices in staff recruitment and retention, as well as acquisition and access to equipment, technology, and training. The community desires its **Fire Chief** to be a humble leader who can energize the Sanford Fire Department and create a culture of performance excellence while leveraging resources to enhance the service delivery system for fire emergencies. The **Fire Chief** will be fully engaged within the department while also being visible and collaborative across City departments and the community to meet the safety needs of the residents of Sanford.

Succeeding a long-tenured Chief, the next **Fire Chief** will embrace the opportunity to advance the department as the city grows rapidly and will facilitate the building of a new fire station by 2024.

About the Community:

In 1874, two railroads crossed in a bucolic spot in the heart of North Carolina, and the Town of Sanford was formed. Even long before the town was officially incorporated, it played a role in Revolutionary and Civil War history, particularly historic sites such as House in the Horseshoe, Endor Iron Furnace, and Depot Park. At the turn of the 20th century, Sanford became an important source of coal, brownstone, and brick, a true leader in business and innovation for the entire country.

With a population of over 30,000, Sanford flourishes as a vital intersection of art, music, rich history, shopping, dining, premier recreation, family fun and warm hospitality. Community members and visitors admire the unique blend of small-town charm and big city amenities that Sanford offers.

An active, energized downtown with custom boutiques and cafes, as well as plenty of community events and festivals including *Downtown Sanford StreetFest & Fireworks* and *IndieFest*, makes Sanford an ideal place to call home or visit.



Centered in the heart of North Carolina and within three hours to gorgeous beaches and majestic mountains, Sanford boasts a landscape of resort quality recreation including the 177-acre San-Lee Park and Biking Trail, the 76-mile Deep River and nearby Jordan Lake, and premier golf. Sanford is home to one of the nation's top public courses, [Tobacco Road Golf Club](#) — named the nation's 4th best public course by *Golf Digest* and the 50th best public course in the world by *Golf Course Architecture*.

Opportunities abound for the adventurous and the creative in Sanford. Deep River Sporting Clays hosts the premier Southern Side by Side Championship and Exhibition to showcase this venerated shooting art. Drawing more than 30,000 theatre goers annually, [Temple Theatre, Carolina's Center for the Performing Arts](#) is a designated national landmark offering a star-studded schedule of musical and theatrical performances.

Since its unique beginnings as a railroad town, Sanford intentionally commemorates its past while keeping a steady eye towards its future. In fact, in 1997, the City of Sanford and Downtown Sanford, Inc. had a joint vision for a park in Sanford's historic downtown that would highlight the city's roots while giving people a clean, relaxing place to come together. After much hard work, that vision was realized in Depot Park — a hub for concerts, celebrations, and special events. The park includes the Railroad House, the Railroad Depot, and the surrounding land — which has been shaped into a unique and inviting landscape with picnic tables, benches and fountains that encourage people to meet in downtown Sanford for work, play, or simply to relax in a peaceful environment.

Depot Park - a hub for concerts, celebrations and other special events.



SANFORD

Offers a landscape of resort quality recreation including . . .



177-acre San-Lee Park and Biking Trail



Canoeing and other water sports on the 177-acre Deep River and nearby Jordan Lake



*Tobacco Road Golf Club, which was named the nation's 4th best public course by *Golf Digest* and the 50th best public course in the world by *Golf Course Architecture*.*

About the Organization, Department and Position:

With a \$59.8 million budget, the City of Sanford operates in a council-manager form of government. The City employs more than 375 staff who work across 9 departments. The City Council consists of the Mayor and seven Council members. To learn more about the City of Sanford, visit <https://www.sanfordnc.net>.

In 1902, the local fire department in Sanford was organized as the Lyon Fire Company and consisted of a one-reel team with a volunteer membership of 16. A one-horse wagon was purchased from Raleigh in 1905 and remained in use until 1908, when a two-horse wagon was purchased. Now, 120 years later, the Sanford Fire Department protects over 30,000 people and its jurisdiction covers more than 29 square miles with three front run engines, three reserve engines, one ladder truck, one utility truck, and one brush truck.

The Sanford Fire Department does much more than just put out fires. The primary function of the Fire Department is to prevent and minimize loss of life and property. The department is trained and equipped to perform structural firefighting, basic emergency medical services, vehicle accident extrication, confined space rescue, trench rescue, hazardous materials incidents, fire and life safety education, car seat inspection and installation, fire inspections, residential smoke alarms, and various other community services.

An integral member of the community, the Sanford Fire Department implements programs within the city limits for clubs, schools, preschools, day cares and other groups for Fire & Life Safety Education. These programs include a fire safety discussion, Fire Pup, Freddie the Fire Truck, exploration of a fire truck, and more based on age group and availability. Since 1996, the department hosts the 3-Alarm Toy Drive annually. Each December, the department's three fire stations collect toys to donate to families at the North Carolina Jaycee Burn Center at UNC.

The Sanford Fire Department is manned 24 hours a day, every day of the year. In charge of the department is the **Fire Chief**, whose office is located at Station 3. The **Fire Chief** works a day shift and is assisted by the Deputy Fire Chief and an administrative assistant. Reporting to the City Manager, the **Fire Chief** will supervise a \$5.5M budget and 54 employees across three fire stations:



Young community members admire "Freddy The Fire Truck"

- **Fire Station 1:** there are 3, 24-hour shifts at the station with 5 personnel assigned to each shift. The Deputy Chief, Battalion Chief, and Fire Inspection offices are located at this station.
- **Fire Station 2:** there are 3, 24-hour shifts at the station with 5 personnel assigned to each shift.
- **Fire Station 3:** there are 3, 24-hour shifts at the station with 5 personnel assigned to each shift. This is also the administrative office with the **Fire Chief** and the administrative assistant located here with office hours 8-5, Monday-Friday.

The next Fire Chief will be a patient, caring, compassionate leader who is an experienced Supervisor and can effectively delegate the day-to-day operations of the department to the appropriate personnel. This leader will advance the department forward in pursuit of accreditation and enhance service delivery.

Key Position Priorities:

- Modernize the department with current standard operating guidelines and procedures while also embracing technology and continuously seeking methods to improve service delivery using new technologies, new methods, and best practices.
- Evaluate and implement changes to staffing, compensation, and equipment to improve quality, consistency, and transparency across operations.
- Implement innovation in career development — showcasing a commitment to continued training and professional development for staff in order to build skills, achieve performance excellence, and develop staff for promotional opportunities and varied job assignments.
- Develop and implement a strategic plan to advance service delivery in collaboration with key stakeholders and response partners such as the County and municipal leadership.
- Work collaboratively with the City Manager, across City departments and with external stakeholders to meet community expectations and serve as a trusted advocate for the department and leader for the City of Sanford.



Qualifications:

The City seeks a fire safety leader with a minimum of 10 years progressive fire safety experience who must have 5 years of cross-functional and progressively responsible experience including fire suppression, prevention, EMS, and administrative work at the rank of Captain or higher. A BA/BS degree, or equivalent years of experience, is required. A Master's degree and/or NFA certification is preferred.



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The Successful Candidate:

- has experience transitioning smaller departments to a mid-sized department and is adept in securing grant funding for capital improvement needs;
- has a track record in creating camaraderie and common values across stations and shifts;
- is a strategic problem solver who seeks information from multiple sources, communicates ideas and decisions effectively, and evaluates results;
- expertly uses data and metrics to propose solutions and make decisions;
- eliminates silos and seeks commonality across functions *intra*departmentally and works effectively *inter*departmentally to build relationships in service to public safety goals;
- is skilled at engaging collaboratively and diplomatically with a variety of stakeholders such as fire department staff, other City employees, community members and groups, City Manager, City Council, other fire departments and regional, state and federal authorities in order to leverage department opportunities, manage challenges, and maximize resources such as training, equipment, mutual aid, etc.;
- has experience working in a council form of government and can use his/her skills to both advocate for the department and partners to meet strategic goals of the City Council and City Manager;
- has held multiple assignments across functional areas such as suppression, prevention, and administration leading to a rich understanding of breadth and depth of roles that fire fighters assume;
- demonstrates knowledge and familiarity with all areas of fire and rescue, suppression, operations, and prevention as well as technology supporting these functions;
- is skilled in budget development and management, policy development and application, effective personnel management and development; and,
- communicates well both verbally and in writing and possesses excellent interpersonal skills and abilities.

Salary and Benefits:

The range is \$91,000 - \$119,000, dependent upon experience and qualifications. The City of Sanford provides an excellent comprehensive benefits package, which can be viewed [here](#).

To apply, please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Fire Chief – City of Sanford**, NC title. To learn more about the selection process, visit developmentalassociates.com/client-openings, select “Client Openings” and scroll down to “Important Information for Applicants.” All applications must be submitted online via the Developmental Associates application portal – NOT the City Employment Application portal, nor any other external website; it is not sufficient to send only a resume. Resumes and cover letters as well as unofficial transcripts must be uploaded with the application. Applicants should apply by June 5, 2022.

Successful semi-finalists will be invited to participate in virtual interviews and skill evaluation on July 12-13, 2022. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate. All inquiries should be emailed to hiring@developmentalassociates.com. The City of Sanford is an Equal Opportunity Employer.

