



NORTHERN WAKE FIRE DEPARTMENT

Invites Your Interest in the Position of

FIRE CHIEF



The highly respected Northern Wake Fire Department in desirable Northern Wake County - Raleigh, NC seeks an experienced fire professional to serve as its next **Fire Chief**.

This exciting career opportunity is for the leader who is known for their interpersonal skills – someone who is intentional in establishing trusting relationships with others. The successful candidate is a natural collaborator and has experience working closely with county governments, other fire departments and key stakeholders to create and maintain sustainable partnerships. The next **Fire Chief** will have the opportunity to strategically evaluate and develop short- and long-term goals for the department. The Fire Department, an independent private, non-profit organization, desires a professional who has demonstrated experience utilizing fire service best practices in staff recruitment, retention, and succession planning as well as acquisition and access to equipment, technology, and training.

About the Community:

Consistently rated as one of the best places to live and work in America, Wake County is home to the Capital City of Raleigh in North Carolina. With twelve municipalities and a population of 1.15 million (2021 U.S. Census), Wake County is dedicated to improving the economic, education, social well-being, and physical quality of its communities. Known for its collaborative efforts and commitment to service excellence, Wake County is passionate about embracing new approaches to meet the ever-changing needs of its growing communities.



Northern Wake County is the ideal location for families and young professionals who still desire the closeness of a city without the hustle and bustle of downtown Raleigh. This rapidly growing community is full of fun, safe opportunities to explore! From parks to shopping, restaurants, and community events, community members appreciate the small-town feel of this part of the county. Northern Wake County is home to Southeastern Baptist Theological Seminary and very close to a campus of Wake Technical Community College, the largest community college in the state of North Carolina with 70,000 students across 7 campuses.

Wake County offers access to some of the best healthcare and higher education in the country. Three major medical systems including two top-rated teaching hospitals serve the county. Despite the county's growth, the county has been strategic in preserving open space, providing equitable and inclusive education and outdoor recreation.

The combination of top universities and an abundance of job opportunities makes Wake County a magnet for all – from students to seasoned professionals. Wake County offers 6 four-year colleges/universities including the highly recognized North Carolina State University (NCSU), one of 3 Research Universities in the Triangle area. With over 34,000 students, NCSU educates more North Carolinians than any other university.



Northern Wake County offers several parks for community members of all ages to enjoy. (Raleighparks.org)



Downtown Wake Forest, located in northern Wake County, provides a small-town feel without the hustle and bustle of a busy downtown. (Wikipedia)



The Northern Wake Fire Department's fire safety demonstration is one of many community engagement events held throughout the year.

Our residents and local leaders understand the value of a quality education, which is why Wake County has one of the top performing school systems in the nation. The County's public school district with 188 schools and over 160,000 students has a student-teacher ratio of 15 to 1.

About the Organization and Position:

Formed in 2017 after the consolidation of three volunteer fire departments, the Northern Wake Fire Department collectively has over 196 years of outstanding community service. The department's personnel are equipped to provide the highest level of emergency services to the community within the following key areas: Fire Suppression; Rescue; Risk Reduction education; Training/Continuing Education; Medical response and first responders. The ISO Class 3 rated department, which responded to nearly 2,015 calls in 2022, utilizes 5 fire stations and 28 fire apparatus. Two of the department's 5 stations are staffed 24/7 and 2 fire stations are covered for 12 hours per day with career staff and 12 hours per day with volunteer staff. One station is staffed by volunteers only.

Reporting to an eight (8) member Board of Directors, the **Fire Chief** will oversee a budget of \$4.5M and 4 direct reports (3 Deputy Chiefs and 1 Admin). Fire personnel include 36 full time employees, 15 part-time employees, 72 volunteer members and 14 junior volunteer firefighters. To learn more about the department, click [here](#).

The **Fire Chief** is responsible for all administrative functions of the department, representing the department at the county level, Board and stakeholder engagement and strategic development while managing personnel including recruitment and retention efforts. The next **Fire Chief** will passionately execute the department's vision to be an organization that:

- improves and expands its services to the citizens;
- people desire to be associated and/or involved with;
- serves as a model to others in the fire and rescue discipline/field;
- is willing to take appropriate risks to pioneer new ideas/initiatives.

The successful **Fire Chief** is a valued leader who showcases 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.



The department desires an empowering leader who effectively encourages and motivates a team while also holding them to high standards of excellence and accountability.



Key Position Priorities:

- Nurture cohesion among the department – bridge gaps across roles and departments and unite personnel around a common vision while building and maintaining high morale.
- Facilitate the expansion of the department into an underserved area of Wake County by working collaboratively with county government, community members and other key stakeholders to establish trust, evaluate needs and implement strategies to meet those needs.
- Conduct a thorough review and revision of all department SOPs/SOGs to ensure effectiveness, efficiency, and alignment with industry best practices.
- Conduct an organizational and shift analysis and implement necessary changes to advocate for the health and wellness of personnel while ensuring the department's sustainability and viability.
- Working with key stakeholders, develop the department's next strategic plan; facilitate the integration of the plan within the department by creating buy-in among personnel and holding personnel accountable to the plan's objectives.

Qualifications:

The department seeks a fire safety leader with a **minimum** of 10 years progressive fire safety career experience including a **minimum** of 4 years of cross-functional and progressively responsible experience in fire suppression, prevention, EMS, and administrative work at the rank of Captain or higher *within* a career fire department operating at least two fire stations. A BA/BS degree, or equivalent, is **required**. The following certifications are **required**: Firefighter 1 and 2, Hazardous Materials Operations, NIMS 100, 200, 300, 400, 700, 800, Bloodborne Pathogens, Emergency Vehicle Driver, Driver Operator – Pumps, Driver Operator – Aerials and Fire Chief 101.

A Master's degree is *preferred*. Graduation from the NFA Executive Fire Officer Program is *preferred*, as well as designation of Chief Fire Officer through the Center for Public Safety is *preferred*. Experience managing a budget of \$1 million or greater for operations, excluding capital is *preferred*.



The Successful Candidate:

- is adept in evaluating and implementing changes to staffing, compensation, and equipment to improve quality, consistency, and transparency across operations while making well-informed decisions regarding staffing levels in consideration of budget constraints.
- has a track record in creating camaraderie and common values across stations and shifts;
- is a principled leader who values accountability while holding realistic and fair expectations of self and others with the demonstrated ability to supervise the work of skilled, semiskilled or unskilled workers on a large scale over a wide area;
- is an effective listener who seeks input from relevant parties, realistically assesses plans and consistently communicates;
- is an excellent and effective communicator, including one on one, small groups and public speaking, who confidently and persuasively engages community members and groups, staff, and the Board of Directors;
- 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 intradepartmentally and works effectively interdepartmentally 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, community members and groups, County and other municipal leaders, 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 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; and,
- is skilled in budget development and management, policy development and application, effective personnel management, and development.



Salary and Benefits:

The hiring range for the position is \$95,676 - \$129,162, depending on qualifications and experience. The Department offers a comprehensive benefits package that includes participation in the North Carolina Local Government Employees Retirement System (NCLGERS), 401k, health and dental and vision insurance, life insurance coverage, longevity pay, paid leave, and accident and sickness coverage. There is a residency requirement to be able to arrive at any emergency incident in the fire district within one hour.

To apply, please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Fire Chief – Northern Wake Fire Department – Wake County, NC**. 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 Organization’s Employment Application portal, nor any other external website; it is not sufficient to send only a resume. Resumes and cover letters must be uploaded with the application. Applicants must apply by **March 31, 2023**. Successful semi-finalists will be invited to participate in virtual interviews in late March/early April, 2023. All *inquiries* should be emailed to whutchins@ncfirechief.com. The Northern Wake Fire Department is an Equal Opportunity Employer.



The Northern Wake County Fire Department Medical Response Team assists an injured boater on Falls Lake. The department serves a majority of the Falls Lake area.



The recruitment and selection process is being managed by the North Carolina Fire Chief Consulting and facilitated in collaboration with Developmental Associates, LLC.