

Grant County Fire District #3

Assistant Chief of Prevention/Education



About Grant County Fire District #3

Grant County Fire District #3 (GCFD3) is situated in the heart of Central Washington, with its main station located in the City of Quincy. Covering approximately 503 square miles, the district features diverse industrial, residential, agricultural, and wildland terrains. Within its boundaries lie eighteen miles of the I-90 corridor, two large recreation areas, and the Gorge Amphitheatre.

GCFD3 operates under the leadership of three Commissioners and comprises a dedicated team of 13 career staff, 60-80 volunteer firefighters, 13 resident firefighters, and a community support division. The District operates out of eight stations, located in Quincy, George, Sunland, Winchester, Crescent Bar, and other areas outside Quincy, that house 40 pieces of apparatus. Four of these stations have resident quarters. Serving a population of approximately 15,574, GCFD3 responds to an average of 1,000 calls per year, with 1054 alarms in 2023 alone—573 of which were Emergency Medical Service calls.

GCFD3's trained personnel handle various emergencies, including medical aid, vehicle accidents, wildland fires, structural fires, hazardous materials, and biological hazards. The commitment of its volunteers and career staff ensures the safety and well-being of the community.

Mission Statement

The members and staff of Grant County Fire District 3 are dedicated to fire prevention and life safety. We aspire to maintain the highest standards of training and readiness in order to serve our community to the best of our abilities, with the highest regard given to the safety of our members and the public we serve.

Values

- **Safety:** We provide safety for the members of the Fire District and the communities that we serve.
- **Service:** We provide the best service possible to the people that we serve.
- **Integrity:** Board and staff act with integrity and are ethical leaders.
- **Resourcefulness:** We make the best use of our human resources and financial resources.
- **Excellence:** We seek excellence in all that we do.
- **Volunteers:** Our volunteers are a critical component of the Fire District team.
- **Transparency:** We strive for clarity about our decision-making processes.
- **Communication:** We foster quality communication amongst our staff and volunteers.
- **Teamwork:** We promote strong teamwork across the Fire District.
- **Accountability:** We hold each other and ourselves accountable for our actions.
- **Community Engagement:** We listen to and inform the communities that we serve.
- **Positivity:** We promote a sense of fun and energy in the work that we do.
- **Representation:** We represent the Fire District in all that we do.

The Position

The Assistant Chief of Prevention/Education, an exempt non-bargaining position, will work under the direction of the Fire Chief or his/her designee and function in the District's command structure. This position will work a forty-hour workweek, performing a variety of technical, administrative, supervisory, and hands-on work in planning, organizing, training, fire prevention, fire marshal duties, fire suppression, and emergency medical services.

Other responsibilities include:

Emergency Response and Mitigation: Respond promptly to emergency incidents including fires, medical emergencies, hazardous materials situations, and other emergency events. Actively engaging in the mitigation of these incidents, providing leadership and technical expertise as required, while prioritizing the safety and effectiveness of all response efforts.

Safety Standards Enforcement: Enforce all adopted safety standards for firefighters to ensure a safe working environment and conduct regular safety audits and training sessions to maintain high safety standards.

Building Inspections and Code Compliance: Conduct thorough inspections of buildings under construction and existing structures to ensure compliance with applicable codes. Prepare detailed reports on code violations and work with building owners to achieve compliance. Perform follow-up inspections to confirm resolution of identified issues.

Building Familiarization and Pre-Fire Tours: Schedule and conduct building familiarization and pre-fire tours to enhance the district's preparedness and response capabilities.

Plan Reviews: Review plans for fire alarm systems, fire sprinkler systems, and radio systems to ensure compliance with fire safety standards.

Public Image Promotion: Continuously work to promote the positive public image of Grant County Fire District #3 and engage with the community through outreach programs, public education, and participation in local events.

Development and Implementation of Goals and Policies: Participate in developing and implementing goals, objectives, regulations, and standard operating procedures for fire prevention and public education. Address fire prevention training, fire investigation, hazardous materials management, environmental clean-up, code enforcement, and construction inspection programs. Identify resource needs and recommend appropriate policies and procedures. Respond to and resolve complex and sensitive citizen and business inquiries and complaints.

Meeting Participation and Contribution: Attend Officers' Meetings, offering insights and feedback on various operational and strategic matters and collaborate with other officers to develop and refine policies and procedures.

Special Assignment Planning and Instruction: Assist in developing plans for special assignments such as emergency preparedness, hazardous materials management, and emergency response activities. Instruct classes in assigned subject areas to enhance team skills and knowledge.

Procedural Methods and Practices Development: Develop and implement procedural methods and practices for conducting inspections, investigating incidents, and related activities. Collect data for pre-fire plans and provide ongoing technical support and training as required.

Investigation and Record Keeping: Conduct investigations to determine the cause, origin, and circumstances of fires and other incidents. Maintain detailed records of investigations and forward information to required agencies.

Hydrant Testing: Establish schedules and perform hydrant testing for communities within the district. Ensure all hydrants are operational and meet safety standards.

Ideal Candidate

Education and Experience:

- Has ten (10) years or more of firefighting experience, preferred five (5) but minimum of three (3) years at the Company Officer level or higher and is currently employed in the fire service.
- Must possess or be able to obtain in a reasonable time after hire, a valid WA State Driver's license and certification of successful Emergency Vehicle Incident Prevention Program (EVIP) completion, without a record of suspension or revocation of driving privileges in any state.
- Must be Red Carded at NWCG FF1 or higher, Engine Boss or above is preferred.
- Must possess WA State EMT certification, or National Registry certification with the ability to obtain WA State certification.
- Must possess or obtain within 1 year of hire (or as available) the certification of IFSAC Fire Officer 2 and IFSAC Instructor 2.
- Must be ICC 1 certified or equivalent and obtain ICC 2 certification within 1 year of appointment.

Other Requirements:

- No felony convictions or disqualifying criminal history.
- Ability to read and write the English language.
- Ability to meet Fire District physical standards.
- Ability to work a flexible exempt schedule as needed Sunday-Saturday to allow for early morning, evening, or weekend appointments, training, or meetings when necessary.
- Must live within the Fire District or a reasonable response time, as determined by the Board of Fire Commissioners, within 6 months of employment.

Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities.

Compensation & Benefits

- \$82,000-\$103,000 Salary Range, based on qualifications
- Medical, Dental, Vision
- Life and Disability Insurance
- LEOFF 2 Retirement
- Sick Leave
- Holiday and Vacation Pay

Application Procedure

Beginning July 12, 2024, applications will be available online at www.gcf3.net/employment. Contact MSO/District Secretary April Stucky at astucky@gcf3.net if you have any questions or to request an application packet.

Your completed packet must include the following:

1. Current resume and cover letter
2. The completed District application
3. The completed Authorization to Release Information form
4. The signed Driving Record Release of Interest form
5. The signed Disclosure Regarding Background Investigation and Acknowledgment and Authorization for Background Check form
6. Copy of your driver's license
7. Copy of certifications relevant to the position

Process:

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| 1. First Viewing | July 31, 2024 (or until filled) |
| 2. Scheduled Presentation & Interview | August 5-6, 2024 |

The completed application packets must be delivered by 5:00 p.m. on July 31, 2024, to the GCFD3 Main Station (1201 Central Ave. S, Quincy, WA). Emailed application packets can be sent to astucky@gcf3.net.