



*invites your interest in the position of*

# Fire Chief



Recruitment services provided by Ralph Andersen & Associates

## Career Opportunity



The City of Los Banos is seeking a new Fire Chief due to the upcoming retirement of the current Fire Chief. With a history of superior fire service, the new Fire Chief will be well received to continue and grow this tradition through creative and innovative ideas for the department. In addition, the City's General Plan includes important objectives that reinforce the need for a strong citywide fire safety program including, an Economic Development Strategy, a Business Park Master Plan, and a Downtown Strategic Plan.

## The Community

Located in the geographical center of the state and surrounded by key connecting highways, Los Banos is "at the crossroads of California." Situated on the west side of Merced County, it's conveniently located about two hours' drive from the cities of San Francisco, Oakland, and Sacramento, as well as Yosemite National Park. California's Monterey Peninsula and the Pacific Ocean are accessible in one and a half hours, as well as the Valley's major cities of Stockton and Fresno. The Silicon Valley is just more than an hour away.

Established in 1889, and incorporated in 1907, Los Banos has long served as the regional hub to residents and visitors of west Merced County. The city offers a full array of services and amenities and within its 10 square miles are 63 parks and recreation centers and is adjacent to the San Luis Reservoir State Recreation Area. Additionally, the new Fire Chief will find the community has a variety of reasonably priced housing options, including those with acreage.

For more information about the City of Los Banos, please visit: [www.losbanos.org](http://www.losbanos.org).

# Governing Structure / City Leadership

Los Banos is a full-service City dedicated to partnering with the community to provide excellent services and amenities. With a Council-Manager form of government, it has an elected Mayor, four Council Members, City Clerk, and Treasurer. The Mayor serves a two-year term while Council Members serve four-year terms with half of the Council seats open for election every two years.

The City Manager oversees an organization with approximately 180 employees across several departments including Fire, Police, Public Works (including the Los Banos General Aviation Airport), Community and Economic Development, Building, Human Resources, Treasurer, Finance, and City Clerk. The General Fund Operating Budget is \$21.4M for FY 2021-2022, with a total budget of \$75.9M.

## Fire Department Mission Statement

*The primary mission of the Los Banos Fire Department and Volunteer Fire Department is to protect life and property for the citizens of the City of Los Banos, California. From the effect of fires, medical emergencies, vehicle accidents, exposure to hazardous materials, earthquakes, floods, disasters and dangerous conditions.*

*The life safety and property protection mission is accomplished through a wide range of programs which include fire protection, fire prevention, planning, fire prevention education, fire inspections, code enforcement, fire suppression, and training.*

*To provide first responder and EMT's for the delivery of emergency medical services, to include auto extrication, trench and building collapse rescue as well as controlling hazardous material emergency incidents.*

*The Los Banos Fire Department also provides mutual aid for fire/rescue and EMS services to other local agencies in Merced County, and participates in the statewide Master Mutual Aid plan.*

## Position Overview and Responsibilities

The Fire Chief's position is responsible for the daily administration and operation of the Fire Department, which includes a paid staff of 19, operating in three-shifts at two fire stations. The command structure consists of an Assistant Fire Chief and six Fire Captains. Traditionally, the Department has had a strong Volunteer Fire Program, which currently has 11 volunteers.

With an annual departmental budget of \$5.5 million, the range of services include fire and wildland fire suppression, paramedic emergency medical response (ambulance transport supplied by a private operator), fire prevention, code compliance, hazardous material mitigation, and administrative support. Labor union representation is provided by the Los Banos Firefighters Local 4703, which has a good working relationship with the Fire Chief and city management.

Importantly, coordination of mutual aid with both Cal-Fire and other surrounding city fire departments is also the responsibility of the Fire Chief.

As a member of the City's executive team, this is an "at-will" position and reports directly to the City Manager.



# The Ideal Candidate



The Fire Chief should be engaging, with a highly personable leadership and management style and be viewed as a leader who gains the trust and respect of staff. The ideal candidate will be:

- ❖ A skilled fire professional who is comfortable with a “hands on approach” in a small fire department.
- ❖ Brings a “high energy” attitude to the Department that encourages performance.
- ❖ An analytical thinker who addresses problems from a solutions perspective.
- ❖ Engaging style with the community and stakeholders.
- ❖ Focused on staff development and building departmental capacity for future promotions.
- ❖ Able to work in partnership with the fire fighter’s union and their representatives.

Additionally, the new Fire Chief will be a highly ethical and dynamic professional who will strive to be the following:

- ❖ An Effective Leader: who relies on teamwork and collaboration within the Department to get “the job done,” while encouraging openness and accountability.
- ❖ A Balanced Leader: who is comfortable assessing and working with a variety of viewpoints and interests in the community, and within the Fire Department.
- ❖ A Strong Communicator: with an ability to both listen and be persuasive in advocating for the Department.

## Minimum Position Requirements



**Experience:** Five years of increasingly responsible command and supervisory experience in an organized fire department, including three years of administrative and management responsibility.

**Education:** Bachelor's degree from an accredited college or university.

**Certifications:** Other certifications such as a "California Fire Officer Certificate" are required as part of the Fire Chief's job description. For those candidates who do not immediately possess the required certifications, there can be flexibility on timing and certificate completion depending upon a candidate's specific experience and circumstances.

For a full list of certifications see <http://www.losbanos.org/wp-content/uploads/2017/11/Job-Description-Fire-Chief.pdf>



## The Compensation



The salary range for this position is **\$132,372 to \$168,972** annually; appointment within the range will be made based upon the qualifications and experience of the selected candidate. Additionally, the Fire Chief will have use of a city vehicle for travel between home and the Fire Department.

### *The City offers the following comprehensive benefits:*

CalPERS Safety Retirement: Classic PERS members 3% @ 55; new employees to PERS will be under the PEPR formula of 2.7% @ 57; the City also participates in Social Security.

Additionally, the City offers an attractive benefits package including health, dental, vision, retirement health savings plan, life insurance, vacation leave, sick leave, ten days administrative leave annually, bilingual pay, educational incentive pay, and deferred compensation is available for the position. Relocation and moving expense reimbursement may be offered to the selected candidate.



## Application and Selection Process



[www.losbanos.org](http://www.losbanos.org)

This is a ***confidential process*** and will be handled accordingly throughout the various stages of the process. **References will not be contacted until mutual interest has been established. During the final stages of the selection process, all interview panel members will sign a confidentiality agreement to further ensure the utmost in confidentiality.**

As the current Fire Chief is soon retiring, candidates are strongly encouraged to apply for the Fire Chief's position as soon as possible to Ralph Andersen & Associates by sending a compelling cover letter and comprehensive resume to [apply@ralphandersen.com](mailto:apply@ralphandersen.com). ***Review of resumes will be upon receipt of a completed submittal and elevated to the City's Leadership as identified and evaluated by the Search Team.***

The City Manager may convene a panel to further evaluate candidates and provide independent feedback in the areas of career experience, education, and overall fit with the community's values.

A public announcement and media release of the final selection will be made when appropriate. The new Fire Chief will join the City of Los Banos upon a mutually agreed upon date.

Confidential inquiries and questions regarding this career opportunity should be directed to the Search Team of: Dr. David Ready, Project Director ([david@ralphandersen.com](mailto:david@ralphandersen.com)) or Ms. Heather Renschler, Co-Project Director ([heather@ralphandersen.com](mailto:heather@ralphandersen.com)), or by phone at 916-630-4900. If desired, a pre-set date/time for an introductory call can be scheduled by sending an email to [scheduling@ralphandersen.com](mailto:scheduling@ralphandersen.com).

***The City of Los Banos will afford equal employment opportunity to all qualified employees and applicants as to all terms and conditions of employment, including compensation, hiring, training, promotion, transfer, discipline, and termination.***