



**VICTORVILLE, CA  
INVITES YOU TO APPLY  
FOR THE POSITION OF:**

## **FIRE CHIEF**

**VICTORVILLE FIRE  
DEPARTMENT**

### **THE OPPORTUNITY**

The City of Victorville is embarking on a new and exciting direction in delivering fire, medical, and rescue services to its community. After ten years of contracting these services with the County, the City has decided to establish its own fire department once again. The City desires to take full advantage of emerging trends and opportunities in all aspects of fire department service delivery, and is looking for leaders who are up for this unique challenge.

As the Fire Chief, the selected candidate will be building the fire department from the ground up. This includes selecting and hiring an executive staff of a Division Chief, three Battalion Chiefs, a Fire Marshall and prevention staff, an EMS coordinator, and a Training Officer. The Fire Chief will also oversee the hiring of a full staff of 51 line personnel that will staff six response resources 24/7.

As a new fire department, the Fire Chief will have the unique opportunity to establish a positive organizational culture and direction for the department.



### **THE COMMUNITY**

Victorville lies at the heart of Southern California attractions, from beautiful beaches on the Pacific coast to hiking, camping, and skiing in the San Bernardino Mountains. Outdoor activity is a mainstay in weather-friendly Victorville. Year-round moderate temperatures make it perfect for swimming, golf, team sports, and children's activities. With 20 city parks, including the 52-acre Rockview Nature Park, discovering outdoor fun is easy in Victorville. Other area attractions include the Route 66 Museum and the San Bernardino County Fair held each spring.

Victorville's location allows for an easy drive to Southern California's beaches, ski resorts in the nearby San Bernardino Mountains and hiking, camping, and off-road adventures.

Victorville's high desert is the ideal place to live, work, and play any time of year. At 2,875 feet above sea level, Victorville's dry, high desert climate welcomes a taste of all seasons, from cool springs and falls, hot, sunny summers and winters that sometimes bring light snow. Average rainfall is approximately 3.9 inches per year. Summer temps can reach the 100s.

With rapid growth comes the need for more commercial development, and Victorville is the shopping destination of the High Desert. Major retail outlets include the 500,000 sq. ft. Mall of Victor Valley, Dunia Plaza just south of the Mall of Victor Valley and the Desert Plazas at I-15 and Roy Rogers. Victorville also supports numerous neighborhood shopping centers.





## THE DEPARTMENT

The Victorville Fire department will offer a full array of emergency services including fire suppression and prevention, rescue, Emergency Medical Services (EMS), and hazardous materials response. The City's goal for transition from the current contract fire services to a City operated Fire Department includes having the new Fire Department operational by January 2019. The Fire Chief and key staff will be the first to be hired in early Spring of 2018. This will allow the executive staff to take key leadership roles in the selection of personnel, equipment, and development of the department.

The Victorville Fire Department will initially consist of 4 Fire Stations strategically located throughout Victorville. The total operational deployment staffing is 18 personnel 24/7 responding on four type-1 fire engines, 1 quint ladder truck, one 2-person squad, and one Battalion Chief. Each unit has paramedic capability as the City intends to hire certified Firefighter/Paramedic personnel.

One of the early challenges of the new Fire Chief will be to grow the department resources in order to open the fifth fire station that is owned by the City, but is not currently staffed. The department's projected operating budget for the first full year of operation will be \$12,225,000 with a department staff of 63 employees. The Fire Department protects 74.6 square miles. In 2017, the volume of Fire Department calls totaled approximately 22,250. The current resident population is 122,265 and growing.

## CHALLENGES AND OPPORTUNITIES

During the first year of operations, the Fire Chief will be heavily involved in overseeing the selection, hiring, and training of department personnel. This will be done with the assistance of City staff and contract agencies that specialize in fire service hiring processes.

The Fire Chief will also oversee the acquisition of apparatus, equipment, and supplies to support the new department. The City retains ownership of a variety of facilities, apparatus, and equipment that is being used by the contract agency. However, there will be a significant purchase of new capital items. This includes new fire engines, staff and command vehicles, specialty vehicles, and a wide variety of equipment and supplies that will be needed.

As a new fire department, the operational and contractual relationships will need to be established with multiple allied agencies at the state and local levels. This will include establishing mutual and automatic aid agreement with local cooperators.

Collectively, these opportunities represent a true once in a career opportunity to build a Municipal Fire Department in a supportive environment in a growing community.

Selection Process and Timeline -

The position will remain open until filled with the first review of applications scheduled for February 6, 2018. The selection process will consist of an application and resume screening, interviews with key stakeholders, and a comprehensive background assessment. The City expects the new Fire Chief to start in May of 2018.



## THE IDEAL CANDIDATE

The ideal candidate for the Fire Chief position will have a strong track record of desirable traits and abilities including:

- Be an experienced fire service leader and administrator who possesses outstanding interpersonal, organizational, and leadership skills.
- Be considered an innovative leader within the fire service and be recognized for being an ongoing contributor to the advancement of the profession.
- Be a collaborative team player with the City Administrative Staff who supports the overall wellbeing of the City and understands its diverse needs.
- Be a constant presence in the community by engaging regularly with local organizations and events.
- Be open and honest and possess a reputation as a firm, competent, fair, and consistent leader.
- Have an unblemished record of ethical and professional conduct.
- Be politically astute and able to thrive in a complex policy environment.
- Demonstrate and promote the highest standards of personal and professional conduct.
- Establish positive relationships with employees throughout the organization and place a high value on the professional development of staff.
- Have extensive experience with sound and effective labor relations.
- Have a reputation for establishing and maintaining a high level of trust between management and rank and file.
- Be able to formulate long-range plans that communicate future vision, direction, and leadership expectations.



## QUALIFICATIONS

Bachelor's degree with major course work in the Fire Sciences, Public Administration or a related field. Master's degree and completion of National Fire Academy Executive Fire Officer Program desirable. Ten years of fire suppression and fire prevention experience including five years at a significant and increasingly responsible administrative level is required.

Must possess a valid California Class "C" driver's license upon hire and maintain throughout the length of employment with the City of Victorville.

# COMPENSATION

*Salary is negotiable, but currently set at:*

**\$162,070 - \$ 196,997 Annually**

## RETIREMENT:

- CalPERS "Classic" Members 2% @50~ (employee contributes 9%) Benefit factor after 33.334 years of service will be 90% if retired at age 55 or older.
- CalPERS "New" Members 2.7% @57~ (employee will pay the statutorily mandated employee contribution rate of one half of the total normal cost).

**DEFERRED COMPENSATION 457 PLAN:** City contributes \$800 per month.

**VACATION:** Accruals are negotiable, based on years in the Fire service. 80 hours for 0-5 years; 120 hours for 6-10 years; 160 hours for 11-15 years; 200 hours for 16+.

**SICK LEAVE:** 87 hrs. of paid sick leave per year.

**EXECUTIVE LEAVE:** At the discretion of the City Manager.

**HOLIDAYS:** 10 paid holidays per year, plus 2 floating holidays.

**MEDICAL/DENTAL/VISION INSURANCE:** \$850 per month fringe benefits provided to offset premium costs.

**SHORT-TERM DISABILITY:** Employee paid benefit provides 60% of salary, up to a max of \$1,600 per week and \$5,000 per month.

**LONG-TERM DISABILITY:** City-paid benefit provides 66-2/3% of salary after 90 days of disability, up to a maximum of \$5,000 monthly.

**LIFE INSURANCE:** City-paid Life insurance coverage equivalent to one times annual salary. Additional employee paid coverage for supplemental life, accidental/death, and disbursement insurance available.



## APPLICATION PROCESS

Apply online

[www.victorvilleca.gov](http://www.victorvilleca.gov)

The application will be open until filled. The first application review will be on February 6, 2018.

For more information you may contact Human Resources

**P: (760) 955-5051**

**E: [HR@victorvilleca.gov](mailto:HR@victorvilleca.gov)**

Human Resources  
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Victorville CA 92392