



# BARABOO FIRE DEPARTMENT

## JOB ANNOUNCEMENT

### Assistant Fire Chief - Training

The Baraboo Fire Department is seeking a highly motivated, progressive, experienced fire safety professional with strong leadership skills for the position of Assistant Fire Chief – Training Officer. The ideal person will lead and manage the training Program for the Baraboo Fire Department and become another key member of the fire department’s leadership team.

Information below provides some information about the Baraboo Fire Department and surrounding area. Interested professionals may complete the application located at <https://www.governmentjobs.com/careers/baraboo.wi>. A cover letter and resume are encouraged to be submitted/attached to the application. The deadline for applications is **April 1, 2019 at 4:00 p.m.**

The City of Baraboo is located in South Central Wisconsin, is the county seat of Sauk County and is home to the Circus World Museum. The busiest State Park in Wisconsin, Devil’s Lake State Park, is located just south of Baraboo. The area is home to other natural areas, a vibrant Downtown and Highway 12 bypass for quick connection to surrounding areas.

#### About the Department

The department began in 1883 as a Volunteer Fire Department.

The first career position, Fire Chief, was authorized in 1991. In 1994, a career Fire Inspector/Firefighter was hired. The remaining staff is volunteer or paid-per-call.

The City of Baraboo Fire Department operates out of one fire station and has a primary response area of 107 square miles. This service area includes the City of Baraboo and contractual services to the following municipalities:

- Village of West Baraboo
- Town of Baraboo
- Town of Fairfield
- Town of Greenfield
- A portion of the Town of Sumpter in the Baraboo School District

The Baraboo Fire Department has mutual aid contracts with surrounding fire departments and is a charter member of MABAS Division 131.

The professional fire department staff respond to, perform a full range of fire and rescue services including fire suppression, vehicle





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extrication, high and low angle, confined space, trench rescue and limited water rescue.

The Baraboo District Ambulance Service, a quasi-governmental agency, provides emergency Medical Services at the Paramedic level. The Baraboo Fire Department and Baraboo District Ambulance Service work jointly on the rescue calls to Devil's Lake State Park, other natural areas, vehicle crashes or at other incidents requiring assistance from both agencies.



#### Salary and Benefits

The annual salary for this position is \$62,836.80 to \$81,702.40 depending on qualifications.

The City of Baraboo offers an attractive benefit package that includes health and life insurance, vacation, sick and holiday time off. The City participates in the Wisconsin Retirement System (WRS) and employees have the option to participate in the Wisconsin Deferred Compensation program and income continuation program for short-term disability. Flexible spending account and an employee assistance program are also available. This position also includes the use of a fire department vehicle for response

to incidents during business and non-business hours.



#### Candidate Qualification Criteria

The City of Baraboo, Police and Fire Commission and Fire Chief seek candidates that possess strong leadership, organizational and management skills, are dedicated and have the commitment to elevate the training program of the Baraboo Fire Department. In addition to the qualifications listed above, adaptability, camaraderie, collaboration, integrity, respect and keen sense of safety are desired skills or core values.

**Successful candidates will possess, at a minimum, the following:**

- Valid Driver's License
- High school diploma or equivalent
- Associate Degree in Fire Science/Technology, closely related field or higher
- Five (5) years verifiable fire service with three (3) years supervisory experience at Company Officer level or higher
- Fire Officer II Certification (IFSAC or Pro Board Accredited)
- Emergency Services Instructor II Certification (IFSAC or Pro Board Accredited)



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- NIMS ICS Training (100, 200, 300, 400 700 & 800)
- Driver/Operator Certification or proven ability in Pumper and Aerial operations
- Alternatively, a combination of education, training and/or experience, which can be demonstrated to result in the possession of the knowledge, skills, and abilities necessary to perform the duties of this position will be considered.
- Enhancement of knowledge, skills and abilities is also required through continuing education and training events.
- Residence within 15 miles of the Baraboo Fire Station within six months of employment

**The full position description is included with the online application.**



#### **Essential Duties and Responsibilities**

The Assistant Fire Chief – Training assists the Fire Chief in administering the functions of planning, organizing, leading, coordinating, and controlling the operations and administration of the Department and its personnel. This position coordinates the fire department training program and respond to fires, emergency and non-emergency incidents required of the Baraboo Fire Department in accordance with department standards and perform the functions required at emergency incidents, including managing, combating and extinguishing fires.

**APPLICATIONS ARE DUE MONDAY APRIL 1, 2019 AT 4:00 P.M.**

**APPLICATION REVIEW AND SCHEDULING OF FIRST INTERVIEW WILL BE COMPLETE BY APRIL 12, 2019.**

**SUCCESSFUL CANDIDATES WILL BE INVITED TO A SECOND INTERVIEW, CONSISTING OF SKILLS ASSESSMENT AND ADDITIONAL INTERVIEW.**

**Direct questions to Chief Kevin Stieve, 608-355-2710 or [kstieve@cityofbaraboo.com](mailto:kstieve@cityofbaraboo.com)**