

modern supervisory, management, and labor relations including contract administration; administrative practices, and fire prevention and suppression techniques; leadership principles; and solid budgeting and fiscal practices. Service as a chief officer or in a position of leadership in the fire service in a community with a size comparable to that of the City of Salem is preferred. Equivalent of a Bachelor's Degree from an accredited college in Fire Science, Public Administration or a related field is desirable.

COMPENSATION



The salary range: up to \$123,968 annually (top of salary range, depending on qualifications and experience). With deferred compensation (5%) the top of the salary range is \$130,166. Additionally, the city contributes the employee portions to PERS at a rate of six percent (6%). The

City also offers an excellent fringe benefits package, which includes the following:



The City participates in the Oregon Public Employee Retirement System (for current members) and the Oregon Public Service Retirement Plan for new members after six months of employment. The City offers an attractive benefit plan that includes:

- ❖ Deferred compensation – the City contributes 5% toward the chosen plan;
- ❖ Generous vacation, administrative and sick leave plans;
- ❖ Fully paid health, dental and vision care plans for employees and their immediate families;
- ❖ Life insurance and long term disability insurance;
- ❖ Flexible spending accounts;
- ❖ Monthly auto allowance and City paid parking;
- ❖ Paid moving expenses;

Additional employee paid benefits are available including additional life insurance, accidental death and dismemberment and long term care.

TO APPLY

If you are interested in this outstanding opportunity, please submit your application, resume, and at least three (3) professional references to:

Constance L. Munnell, Human Resources Director
City of Salem
555 Liberty Street SE, Room 225
Salem, OR 97301
503.588.6162
503.588.6170 (Fax)

City of Salem website:

[www.cityofsalem.net/Departments/HumanResources/Pages/](http://www.cityofsalem.net/Departments/HumanResources/Pages/EmploymentOpportunities.aspx)

[EmploymentOpportunities.aspx](http://www.cityofsalem.net/Departments/HumanResources/Pages/EmploymentOpportunities.aspx)

Salem Fire Department website:

www.cityofsalem.net/Departments/Fire/Pages/default.aspx

Recruitment # 09-1013/082

Applications accepted through 5:00 p.m. September 14, 2009

EOE/ADA Employer

The CITY OF SALEM Oregon

invites applications
for the position of

FIRE CHIEF

“Safety and Service Above All Else”



This announcement is not an implied contract and may be modified or revoked without notice.

SALEM...An Outstanding and Exciting Opportunity!



Salem is the capital city of Oregon and lies in the center of the Willamette Valley. Salem covers over 49 square miles and is located an hour from the Cascade Mountains to the east, an hour from the ocean beaches to the

west and 45 minutes south of Portland. Salem's current population is 155,311 (Jan. 09) with a sustainable growth rate of approximately 1.5% per year. The metro-area population is 378,570 (2007 MSA).

Salem serves as the employment and commercial retail center for surrounding communities. Salem has a dynamic, historic downtown center located along the Willamette River. Salem encompasses Marion and Polk counties. Large employers include State and County government, Salem Hospital, food processing companies, high-tech manufacturing companies, light manufacturing and industrial companies, and forestry-related industry.

Salem is a great environment for families. The availability and affordability of housing in Salem is excellent. Salem has over 1,800 acres of parkland and is within easy access to four state parks and two national wildlife refuges. The transportation and health care services are excellent in and around Salem. Salem has an excellent K-12 school system and five institutions of higher education. Over 13 public or private universities and colleges are located within a 70-mile radius of Salem. Salem's educational institutions provide undergraduate and graduate programs and workforce training, as well as contribute to a rich tapestry of cultural and art events that enrich the community.

CITY GOVERNMENT



The City of Salem is a dynamic and progressive city government dedicated to exceptional services. Salem was incorporated in 1857 and

operates under the Council-Manager form of government as established by City Charter. Eight City Council members are elected by ward, and the Mayor is elected at large. City Manager Linda Norris is responsible for managing city operations. For the 2009-2010 fiscal year, the total city budget is \$438 million and the General Fund budget is \$104.5 million. Four bargaining groups represent City employees.

Salem is organized into ten departments: The City Manager's Office, Administrative Services, Community Development, Human Resources, Information Technology and Facilities, Legal, Fire, Police, Public Works, and Urban Development. The City also provides regional 911 services.

THE FIRE DEPARTMENT



The Salem Fire Department has a tradition and reputation of efficiency and effectiveness and a strong customer service ethic. The Department has achieved "Agency status accreditation" from the Commission on Fire Accreditation International. The Department's mission is to protect lives, property and the environment, while placing safety and service above all else. The Department is committed to providing highly trained professionals who are well equipped to respond effectively to the needs of our community.

The Fire Department is currently organized into four major divisions: Emergency Operations, Fire and Life Safety, Emergency Medical Services, and Administration. The Department is staffed with 173 employees; of whom 157 are sworn firefighters. The 2009-2010 budget is \$23 million. The Department's management/supervisory structure includes: the Chief, 2 Deputy Chiefs, 2 Division Chiefs, an Emergency Preparedness Manager, and 6 Battalion Chiefs.

The International Association of Fire Fighters (IAFF) represents 157 of the 173 total Fire Department employees; 5 support staff are represented by AFSCME, and 11 are unrepresented. The State of Oregon has collective bargaining law that provides for binding interest arbitration for sworn police and fire members. The City of Salem has long enjoyed a positive working relationship with its unions.

The Fire Department responded to 18,616 calls for service in 2008, of which 68% were emergency medical. Response activity has increased an average of 3% per year for the past 5 years. The City Council has adopted a response time goal, calling for first unit arrival within 5 minutes 30 seconds from the receipt of the call, 85% of the time.



The City of Salem Fire Department is currently partnered with Rural/Metro Ambulance in a private/public partnership. Under this partnership, the Department provides first response to emergency calls. Rural/Metro provides patient transportation. This partnership has delivered solid results including staffing of an additional engine company and a significant improvement in response times. In addition, the Salem Fire Department partnered with Willamette Valley Communications Center to implement a Priority Dispatching system for emergency medical responses to further assist in improved response times. This system triages emergency medical calls based on the seriousness of the symptoms and dispatches the appropriate resources based on the urgency of the call.

In November, 2008, Salem's taxpayers approved a general obligation bond to support the Department's capital plan. This \$24.72 million Fire General Obligation Bond Measure funded the replacement of the existing fleet of fire trucks, built two new fire stations, replaced two existing fire stations, and upgraded remaining stations.

CURRENT ISSUES AND PRIORITIES

- ❖ The Department is involved in a number of regional initiatives related to urban search and rescue team, hazardous materials, pandemic flu planning, and wireless communications interoperability. The new Fire Chief will need to continue in a strong leadership role to ensure these critical initiatives are effectively developed and delivered.
- ❖ The Salem community has a number of opportunities and challenges that affect the Fire Department. The community is enjoying increasing diversity. The challenge for the Department is hiring more bilingual personnel representative of the community, and increasing the Department's awareness of, and sensitivity to, cultural differences.
- ❖ The Police and Fire Department are addressing the FCC mandate regarding narrow banding and radio interoperability to be implemented by 2013. The City is currently addressing funding the anticipated costs for this system.
- ❖ The Department needs to continue to improve response times to meet goals set by City Council. As

described above, the Department has taken steps to improve responsiveness by partnering with Rural Metro Ambulance Company and implementing a priority dispatching system for medical calls. Additionally, the Department has staffed an additional engine company for 24 hours and one engine company for 40 hours at peak times. These measures have improved the Department's ability to meet the 5.5 minute response time standard from 57% of the time in 2004, to 73% of the time currently.

THE IDEAL CANDIDATE

This is an exciting opportunity for a talented professional to manage an excellent department. The person selected as the Fire Chief must be a proven leader with unquestioned integrity. The Chief must be a skilled communicator and have a record of working collaboratively with those inside and outside the organization. The Chief must be equally skilled at representing the City and the Fire Department to the community and in managing the daily operations and forward progress of the Department. The Chief is an active participant in overseeing grievances, resolving sensitive personnel matters and responding to union issues. The Chief works with the Civil Service Commission to comply with the City Charter and Commission rules regarding employment and selection practices.



Establishing solid, trusting, and respectful relationships within the Department and with other city departments and public agencies is an essential requirement. Setting a vision and clear direction and making consistent decisions based on policies and goals is expected. The City is seeking a balanced, strong leader with good political judgment and a high level of sensitivity to community, Department and City issues.

Seven to ten years of progressively responsible management and command experience is desired. The successful candidate will possess the knowledge of

