



# ***GOLD RIDGE FIRE PROTECTION DISTRICT***

4500 Hessel Road Sebastopol, CA 95472, (707) 823-1084 Fax (707) 829-1175

## **JOB ANNOUNCEMENT**

The Gold Ridge Fire Protection District is looking for a

### **FIRE CAPTAIN (Full-time)**

**OPENS: December 5, 2025**

**CLOSES: December 28, 2025**

The Fire Captain may work a 48/96 or 40-hour schedule, depending on roles and responsibilities. They are responsible for training, supervising, assigning, reviewing, and participating in the work of a fire company; providing fire services, emergency medical services, hazardous materials response, and emergency rescue services; and performing related work as required. The Fire Captain exercises direct supervision over assigned personnel and all members of the District below their rank and receives direction from a Battalion Chief or higher-level management staff.

Gold Ridge Fire Protection District is a combination fire district with 12 stations, utilizing 63 full-time staff and volunteer firefighters, and serving nearly 30,000 residents within a response area of approximately 300 square miles in Southern and Western Sonoma County, including the City of Sebastopol and Monte Rio, California. The area served is primarily residential, with widespread agricultural uses interspersed with light commercial properties. Gold Ridge Fire Protection District hosts a robust Explorer Scout Program, a Firefighter Intern Program, and nearly 200 volunteer firefighters and support personnel.

#### **EXPERIENCE:**

Four years of full-time experience with an all-risk California fire department, assigned to a position whose primary responsibility is controlling and extinguishing fires as a first responder in emergencies, at the rank of Engineer or above.

#### **EDUCATION/CERTIFICATIONS:**

Equivalent to graduation from high school. An associate degree or higher in fire science, fire administration, business administration, or a related field is desirable, but not required.

- Possession of state-accredited Firefighter 1 certification.
- Possession of a current California Class C license with appropriate endorsements, and maintenance thereof.
- Possession of current California EMT certification at time of appointment.
- Possession of Driver Operator 1-A and 1-B.

- Possession of NWCG S230 Crew Boss, S231 Engine Boss, S-290 Intermediate Wildland Fire Behavior; Possession of National Incident Management System (NIMS) ICS 100, ICS 200, ICS 300, IS 700, and IS 800 certifications shall be completed before the end of probation. Possession of CAL FIRE equivalencies satisfies the requirements.

**OTHER DESIRED CERTIFICATIONS:**

- CSFM Company Officer certification is preferred. Completion of the CAL FIRE Company Officer Academy and Firefighter Academy satisfies the equivalent.

**OTHER REQUIREMENTS:**

- Must be at least 18 years of age with a clean criminal background as determined by fingerprinting through the California Department of Justice.

**SELECTION PROCESS:**

Candidates with accurately completed applications and who meet the minimum qualifications will be invited to participate in an assessment center.

Completed applications (attachment) are due no later than **2300 hours on DECEMBER 28, 2025**, and must be mailed or delivered to:

**Gold Ridge Fire Protection District  
Fire Captain Recruitment  
4500 Hessel Road  
Sebastopol, CA 95472**

NOTE: Resumes may be attached but shall not substitute for a completed application.

All questions should be addressed to:

[Recruiting@goldridgefire.org](mailto:Recruiting@goldridgefire.org)

**GOLD RIDGE FIRE PROTECTION DISTRICT**  
**FIRE CAPTAIN (Full-time)**  
**JOB DESCRIPTION**

**SALARY**

\$127,694 – 142,493 Annually

**POSITION**

The Fire Captain may work a 48/96 or 40-hour schedule, depending on roles and responsibilities. They are responsible for training, supervising, assigning, reviewing, and participating in the work of a fire company; providing fire services, emergency medical services, hazardous materials response, and emergency rescue services; and performing related work as required. The Fire Captain exercises direct supervision over assigned personnel and all members of the District below their rank and receives direction from a Battalion Chief or higher-level management staff.

**ESSENTIAL AND MARGINAL FUNCTIONS**

- Plan, prioritize, assign, supervise, and review the work of a fire company responsible for providing fire services, including fire suppression, emergency medical, special operations, including hazardous materials and technical rescue response, and general fire prevention.
- Recommend and assist in implementing goals and objectives; establish schedules and methods for providing effective fire suppression, emergency medical, special operations, and general fire prevention services; implement approved policies and procedures.
- As the first arriving officer, serve as initial incident commander on all emergency operations; assume responsibility for the supervision, performance, and safety of assigned firefighting personnel on the scene of an emergency incident.
- Supervise and assist in rendering emergency medical services at an emergency incident; analyze and take command of patient care with full responsibility for the patient(s) until relieved by proper medical personnel.
- Assist in coordinating the maintenance and repair of fire equipment and apparatus such as hydrants, engines, and support equipment; test apparatus and equipment; ensure proper maintenance of station facilities; maintain station supplies.
- Participate in monitoring employee performance objectives; prepare employee performance reviews; aid personnel under stress due to incidents; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline procedures.
- Identify the training needs of District personnel, including driving and operating equipment and using hoses, nozzles, ladders, and various portable equipment; provide training in emergency medical services, special operations, area location, aircraft emergency response, physical fitness, and report writing.
- Prepare reports, forms, recommendations, and other required administrative documentation.

- Supervises and conducts fire prevention inspections and public education presentations.
- Assist other management staff in maintaining and improving the operation of the District; perform a wide variety of general staff work as assigned.
- May participate in preparing and administering the assigned budget, submitting budget recommendations, monitoring expenditures, and initiating and managing projects.
- Perform related duties and responsibilities as required.
- Attends meetings as assigned and may be assigned duties outside of the Gold Ridge Fire Protection District.

## **QUALIFICATIONS**

### **EXPERIENCE:**

- Four years of full-time experience with an all-risk California fire department, assigned to a position whose primary responsibility is controlling and extinguishing fires as a first responder in emergencies, at the rank of Engineer or above.

### **EDUCATION AND TRAINING:**

- Equivalent to graduation from high school. An associate degree or higher in fire science, fire administration, business administration, or a related field is desirable but not required.
- Possession of state-accredited Firefighter 1 certification.

### **LICENSE AND CERTIFICATION REQUIREMENTS:**

- Possession of a current California Class C license with appropriate endorsements and maintenance afterward.
- Possession of current California EMT certification at time of appointment.
- Possession of Driver Operator 1-A and 1-B.
- Possession of NWCG S230 Crew Boss, S231 Engine Boss, S-290 Intermediate Wildland Fire Behavior; Possession of National Incident Management System (NIMS) ICS 100, ICS 200, ICS 300, IS 700, and IS 800 certifications shall be completed before the end of probation. Possession of CAL FIRE equivalencies satisfies the requirements.

### **OTHER DESIRED CERTIFICATIONS:**

- CSFM Company Officer certification is preferred. Completion of the CAL FIRE Company Officer Academy and Firefighter Academy satisfies the equivalent.

### **OTHER REQUIREMENTS:**

- Must be at least 18 years of age with a clean criminal background as determined by fingerprinting through the California Department of Justice.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

### **KNOWLEDGE OF:**

- Principles, practices, and procedures of the National Incident Management System Incident Command System (NIMS-ICS).

- Principles, practices, techniques, and procedures of modern firefighting tactics with an emphasis on rural operations.
- Rules, regulations, and operational procedures of Gold Ridge Fire Protection District.
- Principles and practices of supervision and training.
- Basic operation and maintenance of apparatus and equipment used in firefighting and other emergencies.
- Local geography and hazards, including the location of the District's water mains, hydrants, and high-hazard areas.
- Basic principles, practices, and techniques of fire prevention.
- Pertinent federal, state, and local laws, codes, ordinances, and regulations.
- Principles of emergency medical treatment and rescue practices.

#### **SKILLS:**

- Professionalism – Models core values by being honest, respectful, professional, service-oriented, a team player, and positive; continuously demonstrates the core values of the District; supervisory actions are collaborative whenever possible and intended to grow the District's capacity at an individual, unit, division, and department level.
- Managing Performance—Responsible for own and assigned employees' performance by setting clear goals and expectations, tracking progress against the goals, ensuring regular feedback, and promptly addressing performance problems and issues.
- Decisiveness – Willingness to make difficult decisions promptly.
- Developing and Empowering Others – Willingness to delegate responsibility; coaching assigned employee(s) to develop their capabilities.
- Facilitating Partnerships – Builds community and partnerships inside and outside the organization.
- Forward Thinking – Anticipating the consequences of situations and decisions; taking appropriate action to be prepared for possible changes.
- Providing Support – Provides the tools and creates a supportive environment that allows others to complete their work successfully.
- Good Judgment – The ability to make decisions based on sound judgment.
- Strong Leadership - The ability to lead both on the scene of an emergency and as a part of your daily routine.
- Positive Attitude – The ability to demonstrate a positive attitude with subordinates, peers, and management.
- Communication – Clear and honest communication skills, both orally and in writing.
- Integrity – Demonstrating high ethical principles and standards in all dealings and relationships within the district.
- Job Knowledge – A thorough track record of being familiar with all aspects of your job, from technical knowledge to familiarity with the mundane.
- Risk Management – The ability to recognize risk and liability to the district and the ability to minimize risk and liability to the district.

- Fiscal Responsibility – Awareness of the basics of budgeting within the fire district. The ability to make purchasing and personnel decisions and opinions based on the district's budget.

#### **ABILITY TO:**

- Take control of and direct various emergency services related to fire operations, emergency medical response, and special operations incidents.
- Oversee and participate in operating and maintaining apparatus and equipment used in modern firefighting, emergency medical treatment, and special operations activities.
- Develop budget recommendations.
- Supervise, train, and evaluate assigned staff.
- Instruct and lead fire training sessions and courses.
- Demonstrate physical endurance, agility, strength, and stamina when performing hazardous emergency tasks.
- Analyze an emergency and decide on an appropriate course of action within the scope of assigned duties.
- Think and act quickly and appropriately in emergencies.
- Understand and follow oral and written directions promptly and accurately.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Employ modern office practices, procedures, and methods; operate office and computer equipment.
- Maintain physical condition to perform essential duties as specified by firefighter certification.
- Employ effective customer service measures.

#### **WORKING CONDITIONS**

##### **ENVIRONMENTAL CONDITIONS:**

- Emergency firefighting environment; exposure to fire-encompassed surroundings, dangerous persons and animals, natural and man-made disasters; hazards of emergency driving; risks associated with traffic control and working in and near traffic.

##### **PHYSICAL CONDITIONS:**

- Essential and marginal functions require maintaining physical conditions appropriate to assigned duties specified by firefighter certification.
- Maintain physical condition appropriate to the performance of assigned duties and responsibilities, which may include the following:
  - Performing life-threatening firefighting activities in an emergency;
  - Running, walking, crouching, or crawling during emergency operations;
  - Moving equipment and injured/deceased persons;
  - Climbing stairs/ladders;

- Performing life-saving and rescue procedures; and
  - Walking, standing, or sitting for extended periods.
- Effectively deal with personal danger, which may include exposure to:
  - Fire encompassed surroundings;
  - Dangerous persons;
  - Dangerous animals;
  - Hazards of emergency driving;
  - Hazards associated with traffic control and working in and near traffic; and
  - Natural and man-made disasters.
- Maintain effective audio-visual discrimination and perception needed for:
  - Making observations;
  - Communicating with others;
  - Reading and writing; and
  - Operating assigned equipment and vehicles.
- Maintain mental capacity, which allows the capability of:
  - Exercising sound judgment and rational thinking under dangerous circumstances;
  - Evaluating various options and alternatives and choosing an appropriate and reasonable course of action;
  - Effective interaction and communication with others; and
  - Demonstrating intellectual capabilities.

#### **SCHEDULE**

48 hours on duty, 96 hours off duty, or a 40-hour work schedule, depending upon roles and responsibilities.

#### **PROBATION**

This position is subject to a one-year probationary period.