



Washington

# DEPUTY FIRE CHIEF

## \$175,000 - \$185,000

*Plus Excellent Benefits*

Apply by  
**January 16, 2022**  
*(First Review, Open Until Filled)*

**PROTHMAN**



**WHY APPLY**



Headquartered in the City of Enumclaw in south-east King County, Washington on a plateau of agricultural and forested land nestled against the Cascade foothills, Enumclaw Fire is known for providing

consistent and exceptional customer service by compassionately serving the community with a culture of safety and professionalism. Known as the "Gateway to Mt. Rainier," the region is conveniently accessed from Seattle, Tacoma and the Eastside communities by State Highways 410, 164, and 169.

This is a new position within Enumclaw Fire. The new Deputy Fire Chief will work closely with the Fire Chief to help define duties, responsibilities, and direct reports. This is an exciting opportunity for a fire professional to utilize one's experience and leadership to work alongside a Fire Chief who has been with the Department for over 20 years to provide high quality and effective services to the City of Enumclaw and the surrounding area in a beautiful and safe place to live.

**THE COMMUNITY**

Enumclaw encompasses is located 42 miles southeast of Seattle at the terminus of State Route 164 to Auburn, and State Route 169 to Renton. The region is also served by State Route 410, which connects to Yakima and Eastern Washington during the late spring, summer and early fall. Enumclaw is the "Gateway" to both north entrances to Mt. Rainier National Park from Highway 410. Residents and visitors can also reach Paradise near Mt. Rainier through beautiful Stevens Canyon during the summer. During winter, Enumclaw is also the gateway to Crystal Mountain Ski Resort, Washington's premier alpine ski area.

Situated at an elevation of 750 feet above sea level in a pastoral setting between plateau farmlands and the Cascade Mountains, Enumclaw is home to 11,490 residents, and was named the 2<sup>nd</sup> safest City in Washington by BackgroundChecks.org in 2019. The City's beautiful homes with their well-kept yards contribute to the community being one of the most attractive in King County.

The quality of life is the main reason given by local business owners and the community alike for maintaining their residence in Enumclaw. The surrounding plateau is also one of the largest thoroughbred horse breeding and boarding areas in the United States.

The community boasts an Aquatics Center and an 18-hole golf course, and residents enjoy sixteen beautiful city parks which have picnic and play areas for youth and adults, including basketball, softball and soccer areas, and playground apparatuses for children. Enumclaw is also home to a state-of-the-art baseball complex, the Boise Creek Sixplex, which has six playing fields for the local Little League and school teams, and hosts tournament play from May through September.

The region boasts numerous nearby recreational opportunities for all, including mountain biking, camping, hiking, horseback riding, back packing, boating, cross-country skiing, and fishing. Local festivals and events include the Enumclaw Stage Race in spring, the Scottish Highland Games, the King County Fair, Independence Day Parade, Downtown Street Fair, Olympic Kennel Club dog show, and Stratocruisers Car Show in summer. The Brew Fest and Trick or Treating occurs in the fall, and the Festival of Crafts and Gifts, along with a Christmas Parade and tree-lighting ceremony are hosted in winter. The Enumclaw Chamber of Commerce holds multiple Wine Walks throughout the year in the historic downtown business district as well.





## THE DISTRICT

The Enumclaw Fire Department provides emergency services to the City of Enumclaw as well as the surrounding rural plateau. The Enumclaw Fire Department covers approximately 56 square miles, protects a population of more than 20,000 citizens, and runs over 2,500 EMS and fire calls per year. Fire and EMS services are provided from two fire stations: Station 41 and Station 42. Primary services are provided from Station 41, which is staffed 24/7 by career firefighters and augmented by volunteer firefighters. Station 42 is primarily staffed utilizing a resident firefighter program. The Department is governed by a five-member Board of Fire Commissioners who are elected to rotating six-year terms. The Board of Fire Commissioners is responsible for establishing key policy, setting levies, developing and adopting the annual budget, reviewing and approving contracts, and appointing a Fire Chief. The Enumclaw Fire Department operates on an annual budget of \$6,541,300 with 26 FTEs including the Fire Chief, a Deputy Fire Chief, Fire Marshal, Training Captain, three Shift Captains, 16 Firefighters, an Administrative Manager, and two Administrative Assistants.

## THE POSITION

Under the direction of the Fire Chief, the Deputy Fire Chief serves as second in command of the Fire Department. The Deputy Fire Chief's activities include, but are not limited to, the management, coordination, planning, and organization of those activities not directly assumed by the Fire Chief. The Deputy Fire Chief will assist in labor negotiations and will act as the Fire Chief in his/her absence. The new deputy chief will be a central figure in carrying out and implementing major programs for the fire district, supporting the fire chief and being a confidant for the same.



Work is characterized by a substantial amount of management, administrative, and supervisory functions to protect life and property. The Deputy Fire Chief's primary function is to oversee duty crews and emergency operations for the Fire District. The Deputy Fire Chief manages the Operations Division of the Fire Department; coordinates the functions of, and gives general direction to the Fire Marshal, Training Captain and Shift Captains.

The Deputy Fire Chief also analyzes and evaluates operations and trends to ensure efficiency and adequacy of service, evaluates the department's training needs, ensures achievement of goals and objectives, and career development of all firefighters.

For a full job description and to view the full responsibilities of the position, please view the attachment found [here](#).

## OPPORTUNITIES & CHALLENGES

**Leadership:** The new Deputy Fire Chief will inspire great performance through their actions and attitude and see mentoring and professional development as keys to success. The mentoring and professional development of staff will have a constant eye on performance improvement that not only addresses safety and service delivery, but also accountability of those assigned for the completion of work. It is expected the Deputy Fire Chief will take the time to get to know department staff, get a firm grasp on their talents and have the knowledge, skill, and abilities to evaluate and provide direction as needed. Managing change, when needed, in a positive manner is seen as a key to success.



**Communication:** It is expected that the Deputy Fire Chief will approach relationships with a mindset that “lifts each other up” that will in turn enhance the sense of family that exists at Enumclaw Fire and build trust with all the members of the agency. This will also require the incoming Deputy Chief to have the skills to help develop or enhance a vision for the agency with the Fire Chief and be able to communicate the same when interacting with the firefighters and staff on a daily basis.

**Consistency:** The Deputy Fire Chief must maintain interaction with the on-duty Captains on a daily basis to ensure consistency across all shifts. The new Deputy Chief will need to provide oversight to help establish priorities, yet not be a micromanager for those under their command.

**Partnerships:** The ideal candidate will see regional partnerships as a benefit to EFD and the community and will work to enhance the same on a continuing basis. The new deputy chief will work closely with the on-duty Captains to ensure emergency response coverage for participation in regional training activities.

**IDEAL CANDIDATE**

**Education and Experience:**

A High School diploma, GED or equivalent, a minimum of ten (10) years of full-time fire/EMS service experience in Washington State, and a minimum of five (5) years of supervisory experience as a Shift Commander or Battalion Chief, preferably in a fire department of comparable in size or complexity, is required. Candidates must also have ICS Certification Levels 100, 200, 300, 400, 700, & 800, possess and maintain an EVIP certification or obtain one within 60 days of employment, be insurable under the Department’s existing vehicle and umbrella liability insurance carrier, and maintain a valid Washington State Driver’s License.

It is desired that candidates have completion of the National Fire Academy’s Executive Fire Officer Program or comparable leadership program, and an associate or bachelor’s degree in a related field. The ideal candidate will have knowledge of mergers, consolidations, service agreements, and regional fire authorities, along with experience with a volunteer or a combination fire department, experience with grant writing, Fire prevention/public education experience, and Emergency Manager experience.

The ideal candidate will be a proven fire service leader at the chief officer or shift commander level from a similar size or larger agency. Experience in a combination fire department, a strong operational background, experience in the collective bargaining process, and the confidence and ability to build strong relationships inside and outside the agency is a must. The ideal candidate places a high value on a respectful, is welcoming, and promotes a healthy work environment. This includes allowing flexibility and support for members “to do the right thing” when a situation isn’t specifically addressed in policy.

**Necessary Knowledge, Skills and Abilities:**

- An understanding that the volunteer program is an essential resource for the community. The ability to work with agency staff to develop a strategy to enhance the same.
- Demonstrated ability to work collaboratively with labor groups. Experience in collective bargaining; MOU’s, duty to bargain and developing a strong and positive relationship with the Local 3931 Executive Board.
- Demonstrated knowledge and experience in budget development, fiscal management, strategic planning, and organizational development.
- Experience engaging with a community, and the ability to be a strong advocate for the fire district. Candidates should have the political acumen that is required to constantly balance the needs of the firefighters, staff and the community.
- The ideal candidate will demonstrate excellent interpersonal skills, be an active listener and have a good sense of humor.
- Skill in being fiscally responsible and an advocate for accountability of community assets. Experience working closely with a Fire Chief and Board to advocate for a level of service that meets the needs of the community while staying within the District’s authorized budget.
- Proven experience being firm, fair and consistent in the application of programs and standard operating procedures and in the application of discipline as needed.
- The ideal candidate will capitalize on ‘teachable moments’ in lieu of discipline whenever possible and bring accountability without being overbearing.
- A strong operational background and the ability to influence, support and recognize good behavior and skills.

**COMPENSATION & BENEFITS**

- **\$175,000 - \$185,000 DOQ**
- Medical/Dental/Vision Insurance – Employee & Dependents
- Health Reimbursement Account
- Supplemental Disability Insurance
- Life Insurance
- Vacation Leave
- Sick Leave
- Executive Leave
- LEOFF II Retirement/Retirement Medical Plan (MERP)/Salary Savings Plan
- Deferred Compensation Plan
- Longevity
- Education Reimbursement
- District Vehicle



**For more information,  
please visit:  
[www.enumclawfire.org](http://www.enumclawfire.org)**

Enumclaw Fire is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **January 16, 2022** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **[www.prothman.com](http://www.prothman.com)** and click on "**Open Recruitments**", select "**Enumclaw Fire, WA – Deputy Fire Chief**", and click "**Apply Now**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



**[www.prothman.com](http://www.prothman.com)**

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