



**Burney Fire  
Protection District  
California**

**FIRE CHIEF**

**\$70,000 - \$80,000 ANNUALLY**

*Plus Excellent Benefits*

*Apply by  
**June 22, 2025**  
(First Review, Open Until Filled)*

**PROTHMAN**



## THE COMMUNITY



Located just fifty miles northeast of Redding, California on Highway 299 East, the unincorporated community of Burney is nestled at the base of Burney Mountain in the center of the picturesque Cascade Mountains. Burney is a full-service community with a year-round population of approximately 3,500. During the summer months, the population increases to about 7,500 due to summer residents and visitors. Young families and retirees constitute a major portion of the population.

Burney's services include banking, insurance, groceries, restaurants, auto repair, and other shopping. Shasta County provides law enforcement and maintains a community sheriff's sub-station. Housing is available in all price ranges.

The area surrounding Burney offers a variety of activities, including fishing spots, campgrounds, and breathtaking scenery. McArthur-Burney Falls is neither the highest nor the largest waterfall in the state, but many people consider it the most beautiful. Other local attractions include Crystal Lake Fish Hatchery, Subway Cave, majestic Mt. Shasta and Ski Park, Lassen National Volcanic Park, Fort Crook Museum, wilderness areas, and opportunities for fly-fishing, boating, waterskiing, bait fishing, hang gliding, camping, hiking, golfing, picnicking, and Native American gaming.

The roads to and from Burney lead to a variety of adventures. Surrounded by timeless beauty, Burney is a gateway to endless fun, and is a great spot for young and old alike.



## THE DISTRICT

Located in northern California within Shasta County, the Burney Fire Protection District is a self-governed Special District established in 1939 under California law with a primary function to serve public safety interests. The District is designed to be an all-risk provider of emergency and non-emergency services which includes fire protection services, rescue services, emergency medical services including ambulance transport, hazardous materials emergency response, and other related services for the protection of life and property. The District provides fire protection and emergency services to residents within a 35-square-mile area surrounding Burney, is governed by a five-member elected Board and managed by the Fire Chief.

Operating with a total budget of \$865,072 for 2024/2025, the District is primarily funded through property taxes and limited service fees. The District is a unique combination department comprised of volunteer/part-time and full-time firefighters. In addition to the Fire Chief position, the District includes one full-time firefighter and one part-time district secretary.

The District operates from one main station and one satellite station, with three engines, two water tenders, two ambulances, and several utility and rescue vehicles. The District is structured into five service divisions, which includes Fire and Life Safety (Fire Prevention), Emergency Services, Training/Education, Administrative Services, and Support Services.



## ORGANIZATIONAL VALUES

- We value having pride in the organization, and the service we provide.
- We value where we live and serve, and the stations and equipment we use.
- We value being an organization that is trusted by the community.
- We value integrity and honesty in our members.
- We value committing to excellence and reliability in everything we do.
- We value leadership, teamwork, innovation, respect, and tolerance.
- We value cooperation with our regional partners.
- We value the social good in what we do as an organization and as individuals.

## THE POSITION

Working under the policy direction of the Board of Directors, the Fire Chief plans, organizes, and oversees all Fire District programs, operations, and service delivery. This includes emergency response command, fiscal oversight, budget preparation, strategic planning, and interagency coordination. The Chief ensures the District operates within its approved budget, directs proactive program development, and fosters partnerships with neighboring and governmental agencies. The role includes analyzing legislation, recommending policy changes, managing training and education programs, securing and administering grant funding, and overseeing incident investigations. The Fire Chief also represents the District at board meetings and other official functions, ensuring operational policies align with the District's mission.

The Fire Chief must be a hands-on, working leader who brings vision, initiative, and a genuine interest in all aspects of the organization and its personnel. This is not a desk-bound role, meaning the Fire Chief is expected to actively participate alongside line personnel to help fulfill the District's mission of delivering high-quality service.

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



## EDUCATION & EXPERIENCE

Candidates must have an Associate's Degree in Fire Science or California State Chief Officer Certification, and five (5) years of progressively responsible administration experience in fire service at the management level, which includes considerable command-level experience in supervision, management or emergency services field.

Candidates must have a valid California Driver's License, Class B, or firefighter endorsement, EMT certification or greater with CPR in California authorized through Sierra-Sacramento Valley (S-SV) Local EMS Agency (LEMSA), and have completed a P.C. 832 - Power of Arrest and Firearms Course.

A Bachelor's Degree in Public Administration or a related field is desirable but not required.



## THE IDEAL CANDIDATE

The ideal candidate will have a solid working knowledge of organizational leadership, administration, budgeting, and personnel management, along with experience navigating relevant federal, state, and local laws, codes, and regulations—particularly those related to fire prevention, inspections, and plan reviews.

Strong verbal and written communication skills are essential, as the Fire Chief will be a visible leader who clearly communicates District goals and expectations. The ability to instruct and provide regular training is also required, with expertise in specialty areas such as hazardous materials mitigation, USAR, and extrication highly desired. Camaraderie and professionalism are valued within the District, and the successful candidate will be trusted, confident, approachable, and fair, with a collaborative decision-making style.

The Fire Chief must demonstrate excellent people skills and the ability to lead in a small, combination department culture that relies on flexibility and innovation. This role requires someone who can take direction from the Board of Directors and effectively translate those directives into action. Residency within the District is required within six months of appointment.

**For more information on the community of Burney, and the Burney Fire Protection District, please visit:**

**[www.burneyfire.org](http://www.burneyfire.org)**

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

## COMPENSATION & BENEFITS

- **\$70,000 - \$80,000 Annually**
- **Retirement** – Burney Fire District participates and contributes to the California Public Employees Retirement System (CALPERS). PEPRA Employees are required to pay the employee contribution.
- **Holidays** – 12 paid holidays per year.
- **Medical/Dental/Vision Insurance** – Fully paid by the District for the employee and their spouse.
- **Life Insurance** – Burney Fire District provides a \$25,000 group life insurance policy.
- **Vacation** – Accrues based on length of service. New employees accrue 12 days per year.
- **Personal Leave** – Accrues 12 days per year.
- **Additional Benefits** – Employee Assistance Program (EAP), education, and training.
- **Paid Administrative Leave** – 40 hours per year.
- **457 Plan** – District offers a 457 Retirement Plan. No matching contribution from the District.
- **Uniforms and Safety Equipment** – Provided by the District.



The Burney Fire Protection District is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **June 22, 2025** (first review). 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 "**Burney Fire Protection District, CA – Fire Chief**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.

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

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