



CITY OF COQUILLE
OREGON

FIRE AND EMS CHIEF

\$81,900 - \$115,000

Plus Excellent Benefits

Apply by

July 13, 2025

(First Review, Open Until Filled.)

PROTHMAN



WHY APPLY?

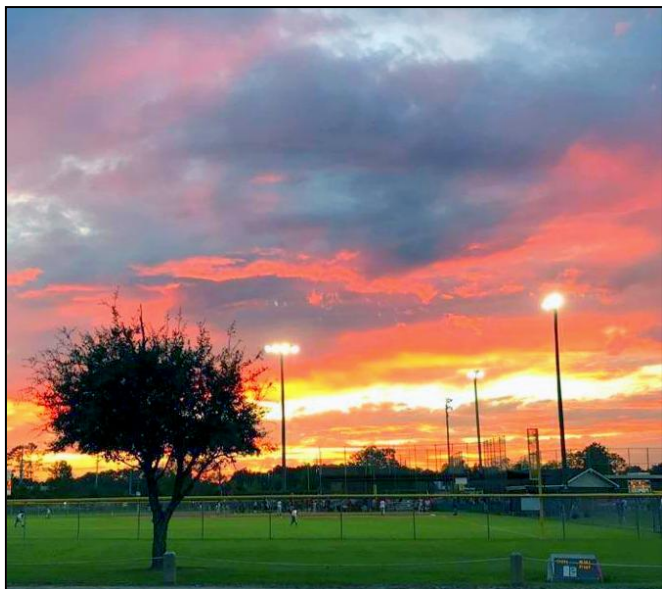


Framed by heavily forested hills to the north, south and east, and the Pacific Ocean to the west, Coquille offers unparalleled small-town charm, an abundance of scenic beauty in every direction, and rich opportunities for recreation and relaxation.

The City of Coquille is seeking a fire and ambulance professional who is committed to preserving and enhancing what makes this community special by helping lead it into the future. If you are looking to work with dedicated staff to provide excellent public service for residents and visitors alike in an ideal place to live, work and play, this is the right position for you!

THE COMMUNITY

Located in Coos County in Southern Oregon, the City of Coquille is located 90 miles north of the California border and just 15 miles inland from the Pacific Coast. Incorporated in 1885, Coquille is home to 4000 residents and has remained the county seat of Coos County since 1896. Bounded by the Coquille River to the south and the beginnings of the Coast Range to the east and north, the City of Coquille sits in the beautiful Coquille Valley. Being inland from the Pacific Ocean has a moderating effect on the City's climate, resulting in a much warmer and less windy summer than the neighboring cities of Coos Bay and Bandon.



The City of Coquille is an active and healthy community that promotes a small-town atmosphere, a friendly lifestyle and embraces a diversity of cultural, historic, eclectic and local resources through civic participation, local economic activity and the individual pursuit of happiness. The town's prime location along the Coquille River Valley offers many outdoor recreation opportunities on the waterfront including abundant fishing in the Coquille River, along with Laverne County Park, and miles of hiking and biking trails.

The surrounding area also offers an abundance of nearby beaches, ocean fishing, hunting, golf, antiquing, surfing, birding, mushroom picking and more. With all that it offers, Coquille remains charmingly undiscovered and unspoiled. For those looking to stay inside, Coquille is known as a place of rich history and entertainment. Residents and visitors enjoy the famous Sawdust Theater, where audiences cheer for the hero and boo to the villain, and the Coquille Valley Art Association, which offers exhibits and classes for artists of all skill levels.

Coquille also boasts an excellent hospital and emergency care facility, quality education provided through the Coquille School District, a Community Center with a pool that is open for swimming during the summer, and the Rivers Edge RV Park, which has 54 spaces overlooking the Coquille River.

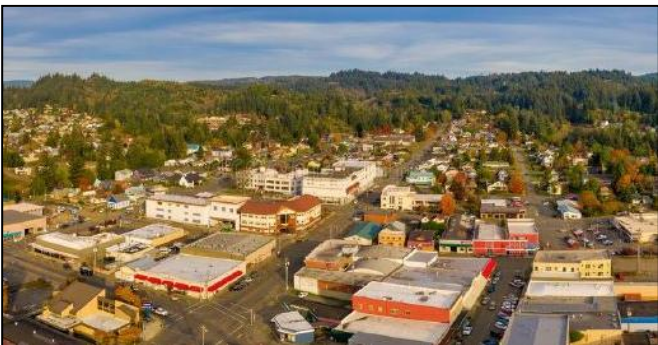


THE CITY

Operating under a Council/Manager form of government, the City has six council members who are elected at-large for four-year staggered terms, and a Mayor, who presides at the City Council meetings, and is elected at-large for a two-year term. The Mayor and City Council appoint the City Manager, City Attorney and City Judge.

The City Manager appoints and removes the Finance/HR Director, Public Works Director, Police Chief, Fire and EMS Chief, and the Library Director. In addition to the help they receive from their appointed staff and employees, the Mayor with the consent of the City Council appoints the members of 8 advisory boards and commissions that assist the City Council. Nearly 30 Coquille citizens serve on these boards and commissions and make a valuable contribution to the City of Coquille.

The City of Coquille provides a full range of municipal services, including police, ambulance and fire protection, parks and recreation facilities/activities, streets, planning, a library, and general administration services on a budget of approximately 14.2M with 42 FTEs. The City also operates the water and wastewater utility systems.



THE DEPARTMENT & POSITION

Coquille Fire and Rescue is a combination department that provides both fire and EMS services. The department operates with a budget of \$450,000 for Fire Services and \$1,017,000 for Ambulance Services. Staffed by six career personnel, several part-time employees, and roughly 28 volunteers, the department provides fire services to an 89-square-mile region and has an Ambulance Service Area of about 400 square miles.

The department operates out of a main station in downtown Coquille (Station 1) and maintains three rural stations throughout the fire district. While all stations house apparatus, not all are staffed. The department's fleet consists of five fire engines, three pumper tankers, two ambulances, one rescue, two RAVs, and three command vehicles. In 2024, Coquille Valley Ambulance responded to 1,448 calls for service, while the Fire Department handled approximately 120 fire calls.

As a transporting agency, most of the department's volunteers are trained EMTs, and all career staff hold at least an EMT-I or Paramedic certification. The Fire Department works closely with the Rural Fire District and has mutual aid agreements with Green Acres Fire and Myrtle Point Fire Departments.



Under the direction of the City Manager, the Fire and EMS Chief is the executive leader of the Fire and Ambulance Department. The Chief is responsible for strategic planning, operational oversight, personnel management, and community engagement. This role ensures the delivery of effective fire suppression, EMS, rescue operations, fire prevention, and disaster preparedness programs throughout the City of Coquille. For a full job description, please view the attachment found [here](#).

OPPORTUNITIES & CHALLENGES

Recruitment of Volunteer Firefighters

As with many communities, the Department's number of volunteers has experienced a decline in recent years. The incoming Chief will be tasked with creating and invigorating a recruiting process to increase the number of volunteers as necessary.

Continue to Build an Excellent Fire/EMS Team

The current Fire Department benefits from a strong team of full-time employees. The incoming Fire and EMS Chief will be responsible for continually evaluating staffing levels and departmental responsibilities to ensure optimal efficiency and effectiveness across both Fire and EMS operations.

Restructuring the Ambulance Service

The city's Ambulance Service has long faced challenges related to both finances and call volume, as allowed revenues have not kept pace with expenses. To address this, the City is currently pursuing the creation of an Ambulance District that would establish a long-term funding mechanism across the Ambulance Service Area. The new Chief will play a crucial role in advocating for this goal, while also being responsible for aligning EMS personnel levels and qualifications with both community needs and industry standards to ensure a cost-effective and high-quality service.



EDUCATION & EXPERIENCE

- A Bachelor's degree in Fire Science, Emergency Management, Public Administration, or a related field is required. A Master's degree in a related field is preferred.
- Ten (10) or more years of progressively responsible experience in Fire and/or EMS services, with at least five (5) years in a senior command position is required.
- Experience in both fire suppression and emergency medical services, including advanced life support (ALS) is preferred.
- Fire Officer II certification is required. Fire Officer III or IV (NFPA or equivalent) is preferred.
- EMT-I/99 or Paramedic certification (current or previously held) is preferred.
- ICS 100, 200, 300, 400, 700, and 800 is preferred.
- Executive Fire Officer Program (EFO) or Chief Fire Officer (CFO) designation is preferred.
- A valid Driver License with an acceptable driving record for the past three years is required.

COMPENSATION & BENEFITS

- **\$81,900 - \$115,000 DOQ**
- Medical, Dental, and Vision Insurance
- Life Insurance and AD&D
- Short-Term Disability Offered
- Oregon PERS
- 457 Deferred Compensation Plan Offered
- 11 Paid Holidays
- Paid Sick Leave
- Generous Paid Vacation
- Bereavement Leave
- Military Leave and Oregon Family Leave
- Worker's Compensation
- Early Return-to-Work Program
- Benefits Continuation (COBRA)
- Unemployment Insurance
- Employee Assistance Program



**To learn more about the
City of Coquille, please visit:**

www.cityofcoquille.org

The City of Coquille is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **July 13, 2025** (first review, open until filled). Applications, resumes, cover letters, and supplemental questions will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**City of Coquille, OR – Fire and EMS Chief**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the Prothman website as instructed on the form.

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www.prothman.com

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