

Make a difference in the community



COUNTY OF MARIN

Fire Battalion Chief

Emergency Medical Officer





THE COMMUNITY

Located in the North Bay across the Golden Gate Bridge from San Francisco, Marin County is a dynamic community of 255,000 well-informed and involved residents. From its tidelands to the top of Mt. Tamalpais, Marin enjoys a high quality of life marked by beautiful beaches, groves of redwoods and oaks, rolling foothills, and scenic valleys. The mild year-round Mediterranean climate is highlighted by cool coastal fog tempering the warm inland temperatures of summer. Incorporated communities include Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, San Anselmo, San Rafael (the County seat), Sausalito, and Tiburon.

Marin County is known for its combination of rural and suburban lifestyles. A recreation destination for the entire Bay Area – the Golden Gate National Recreation Area and Point Reyes National Seashore are just two destinations out of more than 175,000 acres of public lands within Marin. The County's active economy includes insurance, finance, movie and video production, agriculture, aquaculture, computer software, communications equipment, printing, and tourism. Marin is also home to the Buck Institute, a world-class institute researching the process of aging.

Marin County children excel in school, test scores are well above the average. The 19 school districts in Marin range in attendance from 20 to 8,000. There are 74 public schools that include elementary, middle, high school, college, continuing education, alternative education, independent study, and charter schools. The Marin Community College has two campuses: Kentfield and Novato. There are several private educational institutions for all age levels, including Dominican University in San Rafael.

THE COUNTY

The County of Marin is a stable and well-run organization comprised of 23 departments with approximately 2,100 employees. The County has an operating budget of \$455.5M for FY 2014-15 and also serves over 100 special districts with a cumulative budget similar in value to the County. The Board of Supervisors is made up of an elected representative from each of the five voting districts in this general law County.

The County provides a full array of district attorney, law enforcement, probation, community development, public works,

health and human services, library, fire, parks and open space, housing, employment, and administrative services pursuant to local, State and Federal guidelines and funding. The historic Marin County Civic Center, designed by Frank Lloyd Wright, is located in the City of San Rafael and serves as the County seat. For more information on the County, please visit www.marincounty.org.

MARIN COUNTY FIRE DEPARTMENT

The Marin County Fire Department provides a full range of all-risk emergency services with extensive wildland responsibilities for the unincorporated areas of Marin. In addition, Marin County Fire has administrative jurisdiction of State Responsibility Areas (SRA) as a Contract County with the California Department of Forestry and Fire Protection (CAL-Fire). Marin's unincorporated area consists of 251 square miles of land primarily located in Marin's Western portion and SRA land totaling 201,000 acres in various locations throughout Marin.

Organizationally Marin County Fire Department is divided into four areas; Fire Suppression, Fire Prevention Emergency Medical Services and Administration. The department operates on an annual budget of almost \$22 million with an allocation of 85 full time employees and a seasonal staff of more than 70 extra-hire (seasonal) personnel.

www.marincountyfire.org.



*Our Mission: In partnership with our community, we will:
be prepared; respond quickly; solve problems; be nice; and get home safely.*



THE POSITION

During the next several years, a key focus will be the identification and prioritization of community risk reduction projects, ensuring we maintain a contemporary service model. With a key leadership role, the Fire Battalion Chief Emergency Medical Services Officer will be expected to support the team of Chief Officers in spearheading change management and developing needs assessments for their respective area of responsibility. Working collaboratively and developing synergistic relationships with key stakeholders including partner agencies, contract agencies, community groups and other fire agencies is of critical importance.

The Department works closely with State, Federal and local stakeholders to implement a mutually beneficial Emergency Medical Services Program supporting and improving the safety of our communities and the firefighters assigned to protect them. Department personnel are highly skilled and hold key positions in State and Federal Incident Command Teams, Regional Task Forces, Local Incident Management Team and the County's Urban Search and Rescue team. Participation in local and state committees or groups is expected for this position. Relationships external to the County will also be critical, as there is a significant interdependency with the State, Regional, and local neighboring jurisdictions.

Responsibilities will include but are not limited to:

- Oversees staff licensing and certification.
- Manage or serve on various committees, taskforces and workgroups on a local, regional and state level.
- Conduct level of service reviews.
- Oversees department-wide continuing education and training programs. Manages EMS training program, including teaching and instructing.
- Manages supplies and equipment inventory, including monitoring and storage of controlled substances (medications) for department and partner agencies; and recommendation and acquisition of EMS vehicles.
- Plans, assigns and coordinates EMS response for planned and unplanned events, all-risk incidents and public gatherings; directs the deployment of fire companies and equipment as needed.
- Acts as a designated infection control officer for the fire department.
- Manages assigned program budgets, service contracts and clinical services.
- Acts as department liaison with staff JPA agencies and contract EMS systems and programs.
- Leads and/or participates in various public education and recognition events.
- Coordinates department public information, including press releases, interviews with media, social media and website content.

IDEAL CANDIDATE

The ideal candidate will have an understanding of the current issues, trends, and innovations in the field of Emergency Medical Services. The ideal candidate has a comprehensive working knowledge of Emergency Medical Services policies, procedures, rules and regulations. In addition, the ideal candidate will have participated in and led organizational change to promote best practices or adapt to changes in the Emergency Medical Services industry. The ideal candidate will have a strong fire suppression background, especially in the wildland fire environment. The ideal candidate has experience using independent judgment and working with executive leadership when leading and managing teams. The ideal candidate has experience managing multiple tasks and projects. The ideal candidate will have excellent communication and interpersonal skills.

- Prepares, reviews and maintains records and reports.
- Will have fire line responsibility during periods of high fire danger or during major incidences.
- Investigates and evaluates, complaints and employees' adherence to protocol and procedures.

EMPLOYMENT STANDARDS

Five years of full-time Emergency Medical Technician Paramedic (EMT-P) with a minimum of two years at the level of Fire Captain or above. This experience must also include the development of training materials and/or the direction of Fire Department staff.

In addition, Possession or ability to obtain California State Fire Marshal Fire Officer Certificate within 24 months of appointment and a California State Fire Marshal Chief Fire Officer Certificate within 48 months of appointment.

COMPENSATION

SALARY: The County of Marin offers an attractive compensation and benefits program. The salary range for this position is \$135,595 - \$148,096 annually, DOQ *Note: a 2.4% salary adjustment will be added effective July 2015. The competitive benefits program includes:

RETIREMENT: Retirement: County Employees Retirement Law of 1937 with Pre-PEPRA reciprocity 3% at 50 formula or Post PEPRA 2.7% @ 57. This plan has a reciprocity relationship with CalPERS.

INSURANCE: The County has a cafeteria-style benefits plan that allows employees to choose from a variety of health, dental, vision, life, and long-term disability insurance plans.

LEAVE ALLOWANCES: The County offers generous vacation, sick leave benefits plus 12 paid holidays.

DEFERRED COMPENSATION: The County does not participate in Social Security except for a mandatory Medicare contribution. The County does offer a choice of tax deferred 457k plans to which employees may contribute in order to enhance their retirement.

For additional information about benefits, please visit <http://www.marincounty.org/depts/hr/divisions/benefits>

APPLICATION & SELECTION PROCESS

To be considered for this exceptional career opportunity, a completed County of Marin application and supplemental application form must be submitted by **4:00 p.m. on June 22, 2015**. Depending on the number of qualified candidates, the testing process may consist of a supplemental application screening, online assessment, written or oral examination or any combination to determine which candidate's names will be placed on the eligible list. **The County of Marin is an Equal Employment Opportunity Employer. Women, minorities, and persons with disabilities are encouraged to apply.**

TENTATIVE EXAM SCHEDULE

Recruitment Open: JUNE 8, 2015

Filing deadline: JUNE 22, 2015 4pm

Application Review: JUNE 23-29, 2015

Selection Interviews: JULY 6 or 7, 2015



For complete instructions on how to apply

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San Rafael, CA 94903
<http://www.marincounty.org/jobs>

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