

# Position Announcement

## Fire Chief, Town of Mansfield, Connecticut

Photo by G. L. Sweetnam

### *Position*

The Town of Mansfield, Connecticut is seeking an innovative, dynamic, experienced professional to serve as its second career Fire Chief and lead its Fire & Emergency Services Department. The Department provides fire suppression, fire prevention, and emergency medical services to the Mansfield community. The Fire Chief is responsible for: establishing a vision and planning Departmental activities; coordinating the day-to-day operations of the Department; budgeting and grant administration; capital projects administration; developing, implementing, and evaluating departmental services; developing and administering departmental policies and procedures; and volunteer recruitment and retention. The Chief is also responsible for coaching, supervising and evaluating departmental personnel in accordance with collective bargaining provisions and other applicable HR policies. The Fire Chief reports to the Town Manager.

### *About Mansfield*

The municipal Fire & Emergency Services Department was created in 2005, following the consolidation of two non-profit fire companies. Mansfield Fire & Emergency Services is a combination workforce of 1 Deputy Chief of Operations (volunteer), 1 full-time Deputy Chief-Fire Marshal (career), 1 Assistant Chief (volunteer), 1 Assistant Chief-Deputy Fire Marshal (career), 4 full-time Fire Captains (career), 1 Fire Lieutenant (volunteer), 10 full-time Firefighters/EMTs (career), 8-12 part-time Firefighters/EMTs (career), and 30 active volunteer members of the Mansfield Firefighter's Association. Mansfield has 3 fire stations, all of which have paid staff located on duty 24 hours per day, 7 days per week.

The Department also has a Fire Prevention Division, which includes responsibility for the Town's Emergency Management function. The Division has three full-time staff members. Additionally, the Chief is supported by a full-time analyst.

For FY 16/17, the Department has 21 full-time equivalent positions with an annual operating budget of approximately \$2,196,280. These statistics reflect all paid personnel, including operations and administrative personnel.

The Town Fire & Emergency Services Department works collaboratively with the University of Connecticut Fire Department, an independent Fire Department providing service to the university campus; both departments provide mutual aid to one another. Mansfield Fire & Emergency Services Department is an integral part of the Tolland County Mutual Fire Service, which provides regional dispatch services and coordination of a robust system of mutual aid among member departments.

Mansfield, with a population of 25,977, is located in the Northeastern portion of the state, better known as Connecticut's Quiet Corner. Home to the University of Connecticut (UConn), Mansfield offers a blend of rural, suburban, and urban living in a university setting. Storrs Center, construction





of a new urban center, is underway. Mansfield has a variety of cultural and educational offerings, as well as an abundance of natural resources ideal for activities such as hiking, cycling, and kayaking. Mansfield is an ICMA-recognized Council-Manager community, with the Town Manager serving as the Chief Executive Officer responsible for overseeing the day-to-day operations of the Town. For more information regarding Mansfield please visit the Town's official website [www.mansfieldct.gov](http://www.mansfieldct.gov).

### **Candidates**

Mansfield's current Fire Chief is retiring after 14 years of service to the community. The salary range is \$81,227-\$113,616/yr with a competitive benefits package. The hiring rate of pay will

depend upon the selected candidate's qualifications and experience. The preferred candidate will be subject to a criminal background check, drug/alcohol screening, motor vehicle check and a pre-employment medical evaluation.

Candidates should have a Bachelor's degree from an accredited college or university with major coursework in fire science or a related field, and extensive experience in fire service and emergency medical services work, including considerable supervisory experience. Volunteer firefighting experience and/or experience as an officer managing a combination department is highly desirable. Consideration may be given to equivalent experience if the candidate possesses an Associate's degree.

Possession of a Q restriction or CDL A or B driver's license and certification as an Emergency Medical Technician B are required. EMS licensure at the paramedic level is preferred. Connecticut Fire Marshal certification preferred. The Chief is required to participate in and maintain compliance with the mandatory wellness program, which includes an annual medical examination with an agility test.

The Town will look to the selected candidate to provide vision and leadership to ensure that the Department meets the needs of the community now and in the future. The selected candidate will be expected to maintain our tradition of excellent public service.

### **Work Hours and Schedule**

The selected candidate is anticipated to begin work on or around October 2, 2016, with a transition and orientation period of 2 weeks with the current Chief. This is a full-time position. The normal work schedule is 35 hours per week, Monday-Friday. The selected candidate will be required to respond to emergency calls after hours as appropriate and to attend career, volunteer, and Council meetings in the evenings as required. This is an exempt position eligible to earn compensatory time for hours worked in excess of 40 per week.

### **Application Process**

Interested applicants must submit a letter of interest, resume, and a list of at least three professional references to [HR@mansfieldct.org](mailto:HR@mansfieldct.org). The employment application must be completed online at [www.mansfieldct.gov/jobapp](http://www.mansfieldct.gov/jobapp). Application deadline is July 21, 2016 at 6:30pm. Specific questions about the position or recruitment process may be directed to Maria Capriola, Assistant Town Manager at 860-429-3336 x5 or [HR@mansfieldct.org](mailto:HR@mansfieldct.org). AA/EOE



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