



City of Bristol Fire Chief



The Position

The City of Bristol is pleased to announce our search for a new Fire Chief to join our management team. Fire Chief is appointed by the City Council and reports directly to the Mayor. The Fire Chief is the senior command position with overall responsibility for the direction and management of the Bristol Fire Department. Key responsibilities of this position include budget preparation, program development, and oversight of subordinate divisions.

The Community

Bristol is situated in Central Connecticut, 20 miles southwest of Hartford with easy access to all major highways. It is a wonderfully diverse and family friendly community that offers a wide range of historical, entertainment, and dining opportunities.

Our quality of life benefits from the 700 acres of beautiful parks, a high rated education system including two high schools with upgraded buildings and surrounding athletic fields, and an aggressive promotion of economic development that attracts reputable industry which in turn increases our grand list. The Bristol community is active in the arts, a wide range of sporting activities, and preserving our city's rich history of architecture, revolutionary clock making, and general manufacturing.

Discover the abundance of things to do, information about Bristol's communities, its culture, and its people by visiting the Bristol All Heart website at [BRISTOL ALL HEART](#).

The Organization

The Bristol Fire Department was established by local business leaders in 1853 in response to multiple large-loss manufacturing fires. Over 160 years later, the Bristol Fire Department still protects the citizens, visitors and businesses of Bristol with pride and integrity. We do this through continual training, a focus on fire prevention and safety, and our commitment to delivering highly professional fire and rescue services to the City of Bristol in a courteous and respectful manner with pride and integrity. The Department consists of 88 full-time employees and currently operates utilizing a four-platoon system on a 24/72 hour schedule. The Department budget for 2022 is \$9,250,635.

The Ideal Candidate

The City is seeking a professional fire service leader with proven leadership and supervision skills. Candidates must have a demonstrated record of leadership and commitment to proactive, hands-on, participative management and possess excellent interpersonal, problem solving, communication, and financial management skills. The next Chief will have a varied professional fire background that demonstrates success in working with diverse communities while providing leadership in a professional fire agency engaged in collaborative community partnerships, including effective partnerships with other agencies in the area.

Minimum Qualifications:

- Bachelor's Degree from an accredited college or university with a major in Fire Science, Public Administration, Management, Business or a related field.
- Fifteen years or more of progressively responsible fire prevention and suppression experience, at least five of which were in a Chief Officer's position in a fire department of comparable size or larger.
- Candidate must possess and may be required to demonstrate good written and oral communication skills.
- Valid Driver's License.
- Completion of NIMS ICS-300 & 400 Training Courses.

Preferred Qualifications:

- Master's degree from an accredited four-year college or university with major coursework in Public Administration, Business Administration, or a closely related field.
- Experience and training in wildland/urban interface fire mitigation.
- Experience and training in industrial/chemical/manufacturing fire mitigation.
- Experience in disaster preparedness planning and operations.
- Certifications and significant experience in providing technical rescue services.

Specific Duties and Essential Functions

This list is ILLUSTRATIVE only and is not a comprehensive listing of all functions and duties performed by the incumbent of this class. Duties may include, but are not limited to the following:

- Analyze operations to evaluate performance of the Department and associated staff in meeting objectives or to determine areas of potential cost reduction, program improvement, or policy change.
- Direct, plan, or implement policies, objectives, or activities of the Department to ensure continuing operations, or to increase productivity.
- Implement corrective action plans to solve organizational problems.
- Establish organizational responsibilities and coordinate functions among Department operations and sites.
- Negotiate or approve contracts or agreements with suppliers, distributors, federal or state agencies, or other organizational entities.

Specific Duties and Essential Functions - Continued

- Coordinate the Department financial and/or budget activities to fund operations or increase efficiency.
- Coordinate the development or implementation of budgetary control systems, recordkeeping systems, or other administrative control processes.
- Review reports submitted by staff members to recommend approval or to suggest changes.
- Confer with board members, elected officials, or staff members to discuss issues, coordinate activities, or resolve problems.
- Prepare or present reports concerning activities, expenses, budgets, government statutes or rulings, or other items affecting businesses or program services.
- Direct or conduct studies or research on issues affecting areas of responsibility.
- Conduct or direct investigations or hearings to resolve complaints or grievances or testify at such hearings.
- Prepare and revise Rules and Regulations approved by City and ensure that they are enforced.
- Serve as liaison between the Department and outside organizations.
- Attend and participate in meetings of governing bodies, including the City Council and Fire Commission.
- Respond to fire and other emergencies as needed and may assume command.
- Make certain that all fires are investigated to determine cause.
- Supervise emergency rescue procedures.
- Ensure that appropriate inspection programs are in place and carried out in compliance with all applicable codes.
- Performs other related duties as assigned.

Compensation

The new Fire Chief will receive a four year contract, with a starting salary of \$130,000 with an excellent benefit package.

Submit Online Application with Cover Letter & Resume:

www.bristolct.gov

Closing Deadline: Open until filled.

Equal Opportunity Employer

