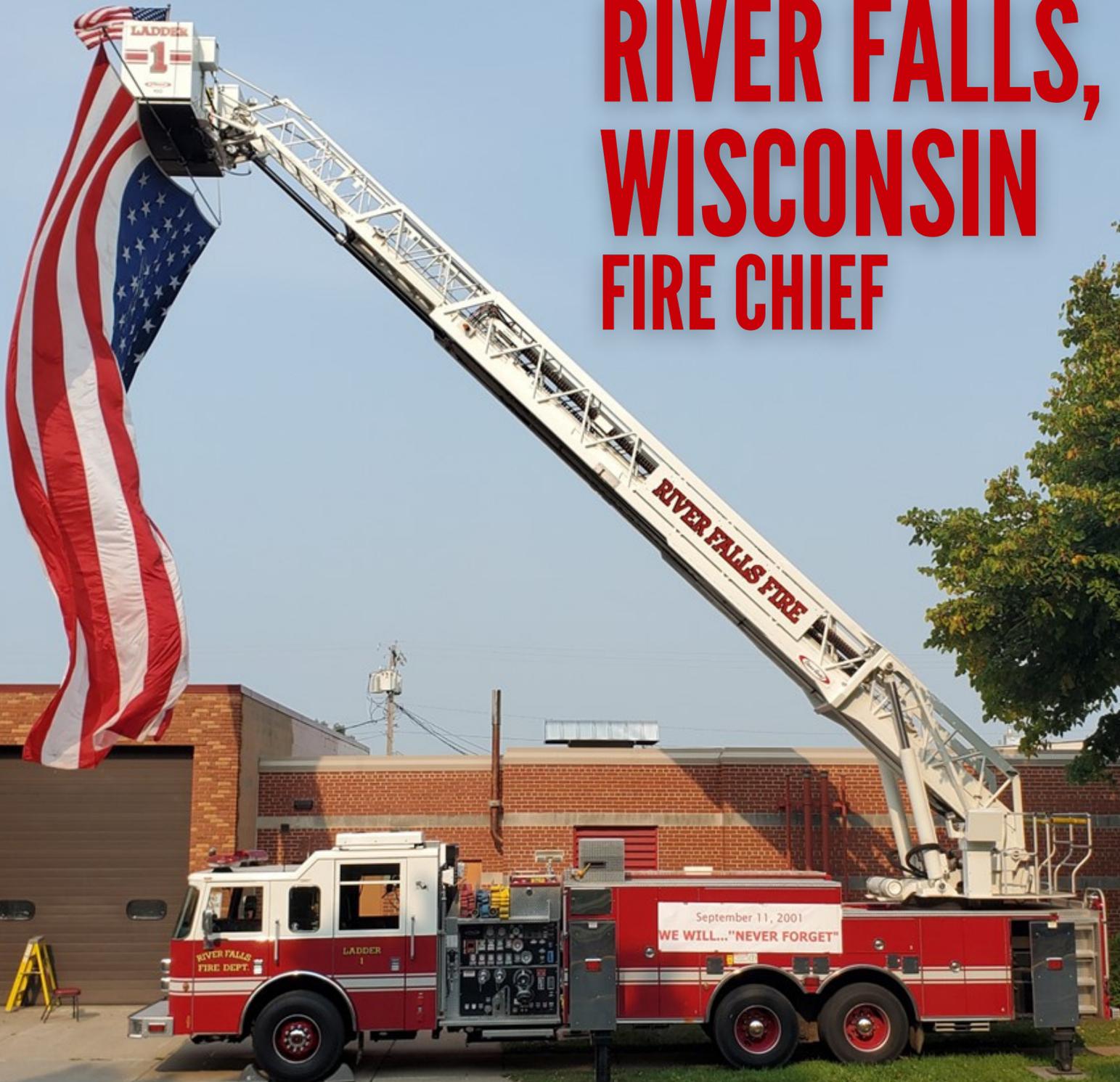


RIVER FALLS, WISCONSIN FIRE CHIEF



2022 EXECUTIVE RECRUITMENT



ABOUT OUR CITY



The City of River Falls is a thriving and growing community located 30 miles east of the Minneapolis/St. Paul area in northwestern Wisconsin. With a population of 16,200 residents and 6,000 college students at the University of Wisconsin-River Falls (UWRF,) River Falls offers small-town living just a stone's throw from big city amenities.

River Falls is known for its scenic beauty, countless outdoor activities, and its vibrant downtown. The city is home to the Kinnickinnic River, a Class I trout stream that flows through downtown, and Whitetail Ridge, a premier mountain biking destination. The area includes more than 150 miles of area walking and biking trails. Residents and visitors alike frequent nearby Willow River and Kinnickinnic State Parks and the St. Croix River for kayaking, canoeing, and swimming during the warmer months. In the winter, the community enjoys open ice skating at the UWRF Falcon Center, and cross-country skiing, mountain biking, and snowshoeing at the nearby parks.

Festivals, parades, and art fairs showcase River Falls' small-town charm and community spirit throughout the year. Highlights include River Falls Days, the city's annual summertime celebration, and Art on the Kinni, a sprawling art fair located along the banks of the Kinnickinnic River.

The River Falls community cares deeply about the environment, and sustainability guides the City's actions. The City currently holds designations as a Bird City, a Tree City USA, Playful City USA, and more. River Falls is nationally recognized for its renewable energy efforts, with its municipal utility ranking third in the nation for green energy usage in 2020.

According to a recent SafeWise study of the "50 Safest College Towns in America of 2021," the City of River Falls ranks No. 34. River Falls was the only city with a school in the University of Wisconsin system to be included in the top 50.

Welcome to River Falls! It's a great place to work, play, and live.



CITY GOVERNMENT



River Falls is governed by a Mayor-Council-Administrator form of government. The Mayor and City Council comprise the governing body for the City. Seven alderpersons are elected for two-year terms to the Council: one member from each of the four aldermanic districts, three at-large, and one mayor. The mayor is a non-voting member of the City Council, voting only in case of a tie.

The City of River Falls Police and Fire Commission provides citizen oversight of the Fire and Police Department personnel. The Commission has the authority vested in by Section 62.13 of the Wisconsin Statutes. These powers include the appointing and suspension of Police and Fire Department personnel.

As an appointee of the Police and Fire Commission, the Fire Chief reports to the Mayor through the City Administrator or his designee on a day-to-day basis.

River Falls City Hall

The City Administrator serves as the Chief Administrative Officer (CAO) of the City. The City Administrator is responsible for the City's day-to-day operations.

The City Administrator is trained in the business of managing government and its resources, maintains political neutrality, puts the overall welfare of the community first, and brings a community-wide perspective to policies and programs.

The City is supported by 117 full-time equivalent employees that encompass the municipal services of Administration, Public Works, Engineering, Community Development and Planning, Police, Fire, Utilities (Electric, Water and Wastewater,) and the Public Library.



The City of River Falls, Wis. (pop 16,182), located in Pierce and St. Croix Counties, is seeking experienced, professional, and dedicated applicants for the position of Fire Chief. The retiring chief, the very first career Fire Chief for the City, has served in the position for more than eleven years.

The River Falls Fire Department (RFFD) was formed in 1885 and has continuously served the City of River Falls and surrounding communities ever since. All operational members of the fire department are paid-per-call volunteers.

The Fire Chief is the sole career City employee and is responsible for directly supervising three volunteer Division Chiefs who oversee training, operations, and community risk reduction.

The Division Chiefs supervise volunteer Battalion Chiefs who provide direct supervision to captains, engineers, firefighters, and probationary members. Currently there are 50 members of the department.

The RFFD operates from one station located at 115 2nd Street in the City of River Falls. Current intentions are to design and build a new fire station in six to eight years.

The RFFD operates a full fleet of apparatus that includes three engines, two tenders, a platform aerial, two brush trucks, a chief's car, and additional specialized and parade vehicles. The closest neighboring fire departments are the Hudson Fire Department and the Prescott Fire Department.

Additional information about the Department is available in the 2021 annual report located at: <https://www.rfcity.org/ArchiveCenter/ViewFile/Item/1123>.

FIRE DEPT.

ABOUT THE POSITION

KNOWLEDGE, SKILLS & ABILITIES



- Possess a comprehensive knowledge of modern fire services
- Able to interact with personnel across City departments to make broad impacts
- Able to work in high-stress situations and maintain a professional, calm demeanor
- Possess extensive knowledge of Local, State, and Federal laws, regulations, and codes relating to the fire service
- Hold a thorough understanding of technology and systems related to the fire service
- Exhibit a leadership style characterized by collaboration and the ability to involve fire department members in the decision-making process
- Possess unquestioned honesty and integrity and a high sense of personal and professional ethics
- Identify and develop division talent and recognize the achievements of department personnel
- See job description for complete list of Knowledge, Skills and Abilities



ESSENTIAL FUNCTIONS

- Work with the City Administrator and other staff to determine goals and priorities. Stay abreast of City needs and encourage input/ideas from all personnel
- Direct the development of department procedures and regulations to set priorities and accomplish goals most effectively
- Provide overall direction, coordination, and evaluation of departmental personnel: Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising and recognizing performance; holding members accountable to policies and conduct standards; and addressing complaints and resolving problems
- Directly supervise department command personnel including Division Chiefs and other assigned personnel. Indirectly supervise all other department personnel through the chain-of-command
- Partner with Human Resources to recruit and retain a diverse and qualified workforce
- Direct and oversee all department operations; establish operating guidelines, policies, and procedures for the department for incident response; develop and monitor department budget, and oversee expenditures
- Respond to incidents as needed to support operations and be prepared to assume command of the scene
- Develop and maintain department policies and make recommendations to upgrade the department By-Laws, Standard Operating Guidelines, and Administrative Regulations
- Be responsible for performing and enforcing all fire prevention ordinances of the City and State laws and regulations pertaining to fire prevention. Ensure that the public is kept informed about fire prevention methods and the activities of the Department
- See job description for complete list of Essential Functions.



POSITION SUMMARY

QUALIFICATIONS

OPPORTUNITIES & CHALLENGES

FIRE CHIEF POSITION SUMMARY

This position leads, directs, and supervises the administration, operations, and personnel of the River Falls Fire Department. The Fire Chief is a deputy emergency government director for the City. The work is performed in coordination with the City Administrator, or his designee, with statutory oversight from the Police & Fire Commission.

The Fire Chief will be a collaborative leader who can connect and work with City staff, the community, and the volunteer members of the department. The Fire Chief will support and model the City's values, priorities, and commitments. The Fire Chief will continuously demonstrate strong interpersonal skills, integrity, confidentiality, and judgment that inspires trust, creates vision, executes strategy, improves efficiencies, and influences inclusivity among all members and employees.

POSITION QUALIFICATIONS

- Bachelor's degree in a related field (minimum)
- A minimum of ten (10) years of firefighting experience of which five years are fire command as a Captain/Battalion Chief or above; or any combination of education and experience that provides equivalent knowledge, skills, and abilities
- Position requires: State of Wisconsin Firefighter II certification or equivalent, Hazardous Materials Operations certification, National Incident Management System (NIMS) compliance
- State of Wisconsin Fire Inspector certification or equivalent is required within one year of hire
- Valid driver's license
- Preferred Qualifications:
 - Master's degree
 - First Responder or EMT certification
 - Completion of advanced fire tactics and officer trainings and certifications
 - National Fire Academy Managing Officer or Executive Fire Officer (EFO)
 - Experience as a volunteer firefighter and/or working with volunteers

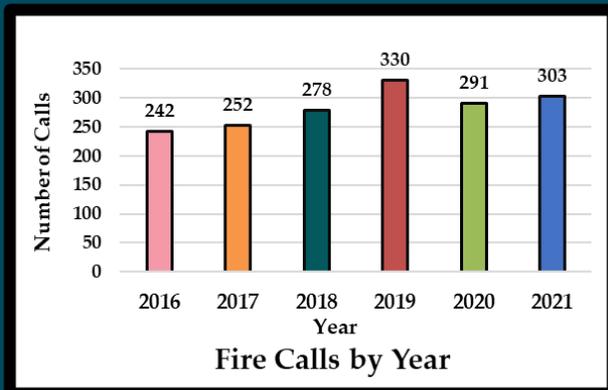
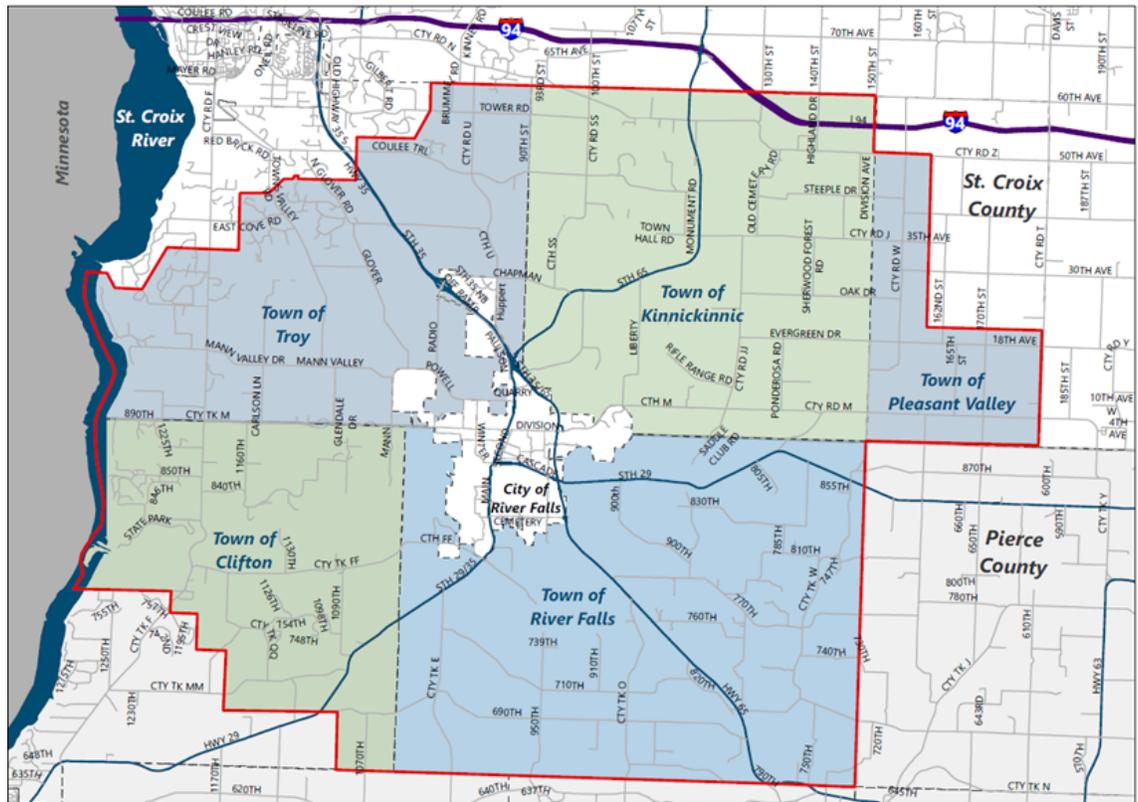
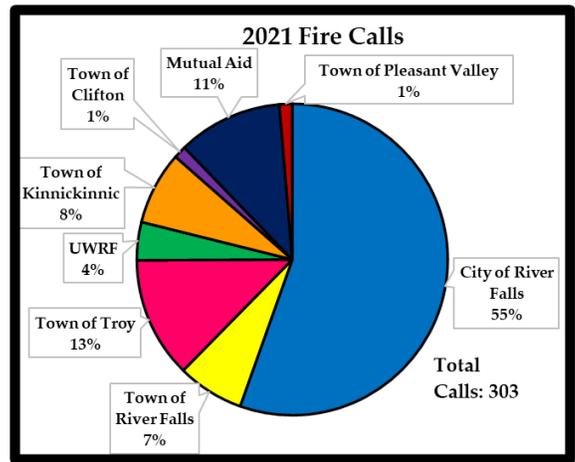
PRIORITIES FOR THE INCOMING FIRE CHIEF

- Determine strategies to sustain the strong workforce volunteerism that directly contributes to the Department's success
- Develop a strategy for the recruitment, training, and retention of a volunteer workforce that reflects the increasing diversity of the community
- Research different grants and funding opportunities for future needs
- Assess and analyze current inspections capabilities and coordinate improvements with the Community Development department
- Continue to develop common operating and supportive relationships with contracted EMS provider
- Conduct an assessment of current fire apparatus and develop a data-informed strategic plan for future needs and replacement(s)
- Develop performance and outcome measurements to support data-informed resource(s) allocation and decision making.

SERVICE AREA

Our service area encompasses a large area of Pierce County and St. Croix County; however, the majority of calls for service are still within the city limits. The average response time for calls is just under ten minutes.

The Department continues to have a partnership with the surrounding communities. In 2021 the Rural Fire Association (made up of Towns of Clifton, Kinnickinnic, Pleasant Valley, River Falls, and Troy), contributed 35% (over \$300,000) of the total Department budget.



CALL RESPONSE 2021

Building or Other Fire	48
Over Pressure	1
Rescue or EMS	84
Hazardous Conditions	31
Service	20
Good Intent	44
False Alarm	73
Severe Weather	2
TOTAL	303

The River Falls Fire Department responds to a variety of calls and emergencies. In 2021 the Department responded to 303 total calls, varying from gas leaks to assisting Police and Emergency Medical Services. Calls increased by 4% from 2020 to 2021.

EXPECTED HIRING RANGE: \$95,368-\$108,264 DOQ

COMPENSATION & BENEFITS

BENEFITS HIGHLIGHTS:

Paid Time Off

- 30 days (240 hours) of Paid Time Off (PTO) per year
- Nine Paid Holidays

Flexible Schedule

- Opportunity for flexible hours and remote work to enable a healthy work/life balance

Insurance Offerings

- Health (with generous employer contribution to HRA,) Dental, Vision, Life, and Disability coverage

Retirement

- Wisconsin Retirement System (WRS) pension, with employer contribution

Employee Networking

- Monthly Healthy FUN employee activities to build a supportive work community

Support for professional development of employees, including conferences

CITY OF RIVER FALLS VALUES:

Put People First

Engage customers; Practice empathetic listening, Create high-quality outcomes

Pursue Excellence

Deliver exceptional customer experiences; Maintain professional image and conduct; Communicate effectively in a timely manner

Act with Integrity

Do what we say; Keep our commitments; Be honest and truthful; Be transparent and accessible

Embrace Change

Search for opportunities to innovate; Practice flexible problem-solving; Ask "Why?" and "Why not?"

Serve Our Community

Demonstrate passion and pride for our job; Have a positive impact on our community; Encourage continuous feedback; Document and share results

Consider Future Generations

Make big plans; Leave things better than we found them

TO APPLY:

CANDIDATES MUST APPLY BY APRIL 11, 2022.

- Visit www.GovHRjobs.com to complete the application questionnaire and upload your resume, cover letter, and contact information for five work-related references.
- Questions? Contact John Storm, Vice President, GovHR USA, 630 Dundee Road #225, Northbrook, IL 60062. Tel: (847) 309-9403.
- Timeline:
 - Initial applicant screening (virtual interviews): April 19, 2022
 - Panel interviews (in-person interviews): May 11-12, 2022

OUR VALUES

The City of River Falls is an Equal Opportunity/Affirmative Action Employer

www.rfcity.org