

Western Lane Fire and EMS Authority
Recruitment for Training Division Chief

Annual salary of \$91,776 to \$114,741, based on experience, plus qualified incentives

Executive staff for Western Lane Fire and EMS Authority are expected to establish and maintain a residence within the Authority service area within six months of hiring. This is a non represented, FLSA overtime exempt position and is considered to be exempt from Civil Service rules.

Western Lane Fire and EMS Authority is excited to announce that they are hiring a Training Division Chief. This is a new position that has been created to help facilitate the merger of training programs from Siuslaw Valley Fire & Rescue and Western Lane Ambulance District into the Authority. Qualified candidates are urged to apply.

The Community

WLFEA provides ALS transport services to 564 square miles along the central Oregon coast and inland in western Lane County along with fire suppression and prevention services to 120 square miles. Our Ambulance Service Area includes the City of Florence, upriver communities of Mapleton, Swisshome, and Deadwood, and Dunes City with fire and rescue provided to Florence and Dunes City as well as unincorporated areas of western Lane County. The total population served is approximately 21,000 with most of our residents over 60 years old and who live in, or close to, the City of Florence. Authority headquarters is located in the City of Florence.

The Authority

On October 1, 2019 the administrative offices of Siuslaw Valley Fire & Rescue and Western Lane Ambulance District combined to form Western Lane Fire and EMS Authority (WLFEA). On July 1, 2022 all Operations personnel will be moved to WLFEA. The Authority is a combination department with 32 FTEs along with 10 part time employees and 30 volunteer/reserves. WLFEA responds to 4,000 to 5,000 calls annually. Included in our response area is the Oregon Dunes National Recreation area and numerous State parks that attract about 200,000 tourists per year, two major State Highways (one is a national scenic byway and the other is a major transportation route from the valley to the coast), a critical access hospital, a general aviation airport, and tribal lands including a casino. The Siuslaw Valley has abundant fishing, hunting, and recreational opportunities that attract thousands of visitors to the area throughout the year.

The Position

This is a new position for the Authority with a great opportunity for the right person to develop and lead a training program which will help to unite the parent Districts and further our mandate that we are "Stronger as One". The EMS and Fire Training Programs currently have separate Training Coordinators running very successful, but separate, training programs. The new Training Division Chief will facilitate uniting the separate groups into one program which can serve the training needs of the entire Authority. Of critical importance to this position is the

ability to provide effective training for career, part time, and volunteer members of the Authority. Under the direction of the Fire and EMS Chief, the Training Division Chief will direct, manage, supervise, and coordinate the activities and operations of the Training Division including EMS and Fire training and respond to emergency incidents when assigned and participate in the Duty Chief rotation with other Chief Officers. The Training Chief will be responsible for career and volunteer personnel assigned to the Training Division; will submit an annual budget for approval which accurately forecasts training needs, coordinate assigned activities with other divisions and outside agencies; and, assist with complex administrative support to the Fire and EMS Chief and the Deputy Chief.

Qualifications

The ideal candidate is expected to have demonstrated excellence within either EMS or Fire and to be considered a leader in their field. Previous experience managing a training program similar in size to ours is expected. The candidate should be able to provide evidence of advanced training or certifications with an emphasis on either EMS or Fire as listed below. Candidates with certifications from another State will be required to demonstrate reciprocity with the State of Oregon within six months of hire.

General Requirements for all candidates

- Associates Degree or higher in fire science, healthcare or related field
- Firefighter-2
- Fire Officer-2 or higher
- Fire and Emergency Services Instructor 2
- Incident Safety Officer
- NIMS 100, 200, 300, 400, 700, 800
- HMICS

Candidates should hold either advanced Fire or EMS certifications as indicated below.

Fire Emphasis

- Oregon Health Division EMT-Basic or higher certification
- NFPA Live Fire Instructor
- NWCG Engine Boss or higher

EMS emphasis

- Oregon Health Division EMT- Paramedic certification
- Critical Care Paramedic (CCP-C) or Flight Paramedic (FP-C) certification
- BLS Instructor
- ACLS Instructor
- PALS Instructor

The Recruitment Process

Application

The application screening process will consist of an evaluation of required application materials. Complete applications must include copies of all required certifications. Those meeting the requirements will be invited to continue in the hiring process. This is not a scored element of the process.

Apply between June 8th and July 8th by submitting a cover letter, WLFEA application (can be found at www.wlfea.org), and proof of required certifications. Complete application packages must be received by close of business on July 8th, 2022. Applications may be submitted in person or mailed to:

Western Lane Fire and EMS Authority
2625 Hwy 101
Florence, OR 97439

Candidates passing the application review will be invited to participate in the Training Division Chief Assessment Center. The Assessment Center will be a scored event. After scores are compiled, veteran preference points will be added. The Fire and EMS Chief will select and hire from the final ranked hire list.

Assessment Center

An assessment center is tentatively scheduled for July 25th. Candidates will participate in an oral board interview, training scenario, HR scenario, and a Chief's interview. A job offer is expected to be made to the top candidate on or before August 1st. Start date for the successful candidate to be determined following completion of a background check, psychological evaluation, and drug screen but anticipated to be on or around September 1st.

Veteran's Preference Information:

If you are requesting Veteran's Preference, attach a copy of your DD214 / DD215 and / or Veteran's Administration Letter Stating your disability to your profile, as well as checking the box identifying yourself as a Veteran. You must request Veteran's Preference AND include a copy of your documentation for each recruitment you apply for.

Veteran's Preference documentation must be submitted no later than the closing date of this recruitment.

Non-citizen applicants must be authorized to work in the United States at time of application.

No person shall be discriminated against based on race, religion, color, sex, marital status, family status, national origin, age, mental or physical disability, protected veteran status, sexual orientation, gender identity or source of income. Both districts value diversity and encourages everyone who is interested in employment to apply. If you wish to identify yourself as an

individual with a disability under the Americans with Disabilities Act of 1990 and will be requesting accommodation, the requests must be made to dina@wlfea.org .