

Position: Anoka-Champlin Fire Chief
Date Posted: Monday, December 16, 2019
Application Closing Date: Friday, January 17, 2020 – 4:00 p.m.
2020 Salary Range: \$50.80/hr. - \$63.50/hr.

General Duties:

The Anoka Champlin Fire Department is seeking applications for the position of Fire Chief. The Fire Chief and three full-time firefighters make up the full-time staffing with the assistance of a part-time Fire Department Administrative Assistant. The Fire Chief also supervises up to 45 paid on call firefighters in the Department.

The Anoka Champlin Fire Chief position is responsible for general policy making and administrative control, directing, planning, and coordinating all activities of the Fire Department including, but not limited to, fire protection and emergency response, investigating the cause and origin of fires occurring in the City's, fire prevention and safety educational services, training and safety of personnel, and fire stations facilities, vehicles and equipment assigned to the fire department, supervision of all staff and other administrative and operations management and support as assigned. The Anoka Champlin Fire Department is a Joint Powers Fire District between the cities of Anoka and Champlin and is governed by a five-person Joint Powers Fire Board, with participation from both cities.

Minimum Required Experience:

- Ten years of progressively responsible fire service emergency response experience, which includes a minimum of five years of full-time supervisory experience in a command role as an officer on a municipal fire department.
- Minimum of five years' experience with relevant fire codes, city ordinances, state laws, and rules and regulations in the area of fire prevention and fire investigations.
- Experience in budget preparation, public relations, incident command, and general fire department education.
- Additional experience as a volunteer or paid-on-call firefighter or other public safety emergency responder is desirable.

Required Training:

- Associate degree in fire science, public safety, business administration or public administration or related field from an accredited college or university. Bachelor's degree in fire science or a public safety related field is desired but not required.
- A minimum of 100 hours of management or leadership training in the fire service.

License or Certification

- Minnesota Firefighter License is required.
- Certification as a Firefighter II meeting NFPA #1001 standards.
- Hazmat Operations meeting NFPA #472 standards.
- EMT certification meeting Minnesota EMS Regulatory Board standards.
- State and Federal Emergency Management Certification (have, or ability to obtain within one year of hire)
- Fire Instructor I training and/or certification meeting NFPA #1021 standards, or equivalent.
- Possession of, or ability to obtain an appropriate valid, unrestricted Minnesota drivers license.

Apply:

Visit www.ci.champlin.mn.us/employment to obtain an application and full job description. Completed applications are due by Friday, January 17th, 2020, no later than 4:00 pm.

Please direct application materials to:

Champlin City Hall
11955 Champlin Drive
Champlin, MN. 55316
Attn: Julie Tembreull

Direct correspondence or questions to: Julie Tembreull at 763-923-7109.

The Anoka-Champlin Fire Department is an equal opportunity employer. Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a disability, or any other protected status under applicable federal, state or local law. Those applicants requiring a reasonable accommodation to the application and/or interview process should notify the Administration Department at (763) 923-7109.