



CITY OF MINNEAPOLIS

# Fire Chief

## Position Profile

ABOUT THE  
CITY OF MINNEAPOLIS

The City of Minneapolis is the largest city in Minnesota and nationally recognized as a progressive city with a strong economy and a highly engaged and diverse populace. Minneapolis is well positioned for continued growth and prominence.

Learn about what makes Minneapolis great.  
[www.minneapolis.org/visitor](http://www.minneapolis.org/visitor)

OUR WORKFORCE

Our city operates with a Mayor-Council form of government. The Mayor and 13 City Council members from individual wards are elected for concurrent four-year terms. Department heads are nominated by the Mayor and appointed by the Executive Committee. The Minneapolis Fire Department is one of the 10 Charter departments within the City. The Fire Chief is responsible for providing professional emergency and non-emergency services to protect the lives, property, and the environment of our community and the region we serve. The City's annual budget is \$1.2 billion, and there are approximately 3,960 employees.



Over 3900 employees at the City of Minneapolis faithfully serve the residents, businesses and visitors of the City every single day. Some jobs are more visible in the community while some are behind the scenes, but each employee at the City plays a role in keeping Minneapolis a vibrant place that tops many lists.

Our employees look for ways to keep Minneapolis at the leading edge, offering services and policies that are more comprehensive and progressive than the vast majority of cities. Our employees are a key reason why Minneapolis is a place where all people have an equitable opportunity for success and happiness.



Our purpose, to serve the residents, businesses and visitors of Minneapolis is at the foundation of everything we do. It shapes our priorities, our work, and our culture. It drives our employees to look for new ways to serve, creating an innovative and engaged culture.

*The employees of the City of Minneapolis are aligned for a singular purpose -to serve our community.*

THE DEPARTMENT

The Minneapolis Fire Department is a customer service organization committed to providing professional emergency and non-emergency services to protect lives, property and the environment of our community and the region we serve. The Fire Department is made up of approximately 430 employees and has an annual budget of \$71.2 million.

MISSION STATEMENT  
AND VALUES

*To be a driving force in effectively and accurately communicating information about the City, promoting transparency, and inviting the public to engage in the governing process so people who live, work, and play in Minneapolis better understand, appreciate, and benefit from the work the City does.*

## THE POSITION

The Fire Chief provides leadership, planning and direction to the department administration, Fire Prevention Bureau, and the Fire Suppression Force. Under the Fire Chief's direction these divisions are responsible for the coordination of City planning and preparation for disaster relief, provide liaison and coordination with Federal, State, County and local jurisdictions relative to civil defense activities, and assure implementation of Federal and State Civil Defense Program requirements. Additionally, the Fire Chief will:

- Provide executive management and leadership for the Minneapolis Fire Department.
- Effectively measure, report on, and improve the Fire Department performance.
- Promote and ensure employee safety, health, and wellness.
- Insure a respectful and productive work environment and foster a good working relationship with employee unions.
- Develop, train, and evaluate employees to increase personal/departmental performance and develop future leaders.
- Develop and implement an effective deployment model for emergency response to all calls for service.
- Provide Incident Command for large scale emergency events, including man-made and natural disasters.
- Oversee and monitor the annual budget ensuring financial compliance and restraint to remain within authorized appropriations.
- Enforce Fire and Building Codes.
- Develop relationships at the national, state and local levels with fire service organizations and participate in fire service boards and committees.
- Ensure investigation of fires and determine causes.
- Promote legislation to reduce firefighter and public risk.

## DESIRD CAPABILITIES

The ideal candidate has outstanding and demonstrated experience in leading a large paid Fire Department working with diverse communities with a focus on equity. Strong written, oral and interpersonal communications skills with the ability to manage stress and diffuse high stress/tension situations. The ideal candidate will also have knowledge of Emergency Preparedness and Incident Command Systems for natural and man-made disasters, including a deep understanding of the Incident Command System; excellent decision making, problem solving and analytical skills; ability to think strategically and manage diverse and multiple functions, including embracing change in a fast-paced, dynamic municipal environment; excellent people skills and a demonstrated ability to lead, manage and supervise the work of others; and the ability to collaborate with top level executives, elected officials and stakeholders. Desired leadership characteristics include:



- Balance the need of strategic thinking and direction with the day-to-day management of the department.
- Work to develop new standard operating procedures, orders and operating practices in response to changing conditions.
- Have a high degree of integrity and a strong work ethic.
- Believe in the idea of public service and serving the citizens of the city through excellent customer service.
- Collaborate with other government agencies, neighborhood groups, Mayor and City Council to achieve City goals.
- Understand and function in a strong union environment, including the negotiation of contracts.



In addition, the City has adopted the following competencies for all leadership positions:

- **FOCUS ON RESULTS:** drive for results, establishes stretch goals, takes initiative;
- **PERSONAL CAPABILITY:** technical/professional expertise, solves problems and analyzes issues, innovates, practices self-development;
- **CHARACTER:** displays high integrity and honesty;
- **LEADING CHANGE:** develops strategic perspective, champions change, connects the group to the outside world; and
- **INTERPERSONAL SKILLS:** communicates powerfully and prolifically, inspires and motivates others to high performance, builds relationships, develops others, collaboration and teamwork.

**EDUCATION AND EXPERIENCE** Bachelor's Degree in Fire Science, Fire Administration, Public or Business Administration, a related field or equivalent along with ten years of progressive operational experience in a large paid Fire Department with a minimum of five years of upper-management and supervisory experience. Fire Chief Certification and/or completion of Executive Fire Officer program, Firefighter License, EMT Certification, Hazardous Materials Certification and Valid Driver's License are all required in this position.

**COMPENSATION** This appointed position has a competitive compensation package. Salary ranges from \$149,842 - \$177,627 depending on experience. Benefits include health and dental insurance, flexible spending accounts, disability insurance, employee assistance program, vacation, sick leave, paid parental leave, pension plans and deferred compensation retirement savings.

**TO APPLY** The position will remain open until filled, and priority consideration will be given to those who submit a resume by August 31, 2020. Qualified applicants **internal to the City** can submit a resume directly to the Mayor. All qualified **external** applicants should submit a resume at [www.minneapolismn.gov/jobs](http://www.minneapolismn.gov/jobs).

The City of Minneapolis is an Equal Opportunity Employer.