



*AN INVITATION TO THE POSITION OF*

# FIRE CHIEF

**CONFIDENTIAL** RECRUITMENT SERVICES PROVIDED BY  
*THE WESTERN FIRE CHIEFS ASSOCIATION*



# ABOUT ST. CLOUD

Located in the heart of Minnesota, on the banks of the Mississippi River, St. Cloud is approximately 70 miles northwest of Minneapolis-St. Paul; directly between the Twin Cities metro area and the state's world-famous Lakes Region. Situated within one of Minnesota's fastest growing metropolitan areas, with a population of over 190,000 people, including 25,000+ college students, St. Cloud is recognized by Forbes Magazine as one of the best places in the country to live and do business. The city limits span 41.09 square miles.

The community's central location in the state has fostered a diverse, vibrant economy based on manufacturing, agriculture, national and international industry, and retail sales and services. With a colorful art scene, hundreds of restaurants and shops, exceptional recreational opportunities and a welcoming business climate, St. Cloud is a coveted place to live and work.

The four-season climate provides residents a full calendar of recreational activities. During the summer, the Granite City's favorite concert series is 'Summertime! by George' drawing 10,000+ people weekly to Lake George. Canoe the Mississippi River

to enjoy the colorful foliage during the fall. Once fall is over, enjoy winter fun at Riverside Regional Park on a lighted sledding hill or cross-country skiing a 12.9 km track set. Spring is unpredictable in Minnesota. In mid-April, you could be wearing shorts, or it could be snowing. Either way Munsinger Gardens transforms into a rare beauty when spring-flowering bulbs come into bloom.

Housing choices in St. Cloud cover the entire spectrum, from upscale rentals and condominiums, to quiet, tree-lined neighborhoods, to executive housing, and rural homesteads. Best of all, the price of housing and other cost of living elements are pleasantly affordable, so residents are able to get more value for every dollar earned.

## MOST NOTABLE AWARDS

- "Most Livable City in the World" ( 75,000 - 150,000 population) 2019 *LiveCom*
- "Top City for Working Parents" *SmartAsset.com*
- "12th Healthiest City in Nation" 24/7 *Wall Street*

# GOVERNANCE & ORGANIZATION

The City of St. Cloud operates under a strong elected Mayor, seven council members, and an appointed City Administrator. The administrator oversees the operations of the City including the functions of Police, Fire, Public Works, Parks and Recreation, Airport, Engineering, Finance, Health and Inspections, Planning, Utilities, and others. The overall [city budget](#) for 2021 is approximately \$121,000,000 including Governmental Funds (\$76,392,000) and Enterprise Funds (\$44,673,900). There are a total of 475 city employees.

St. Cloud's administrative and governing officials are proud to operate collaboratively across departments

## AGENCY OVERVIEW

The St. Cloud Fire Department is a 100% career firefighter organization, and conducts both fire prevention and suppression activities from five fire stations. The main station, located at 101 10th Avenue North, serves as the department's headquarters and provides space for the Prevention Division and administration, in addition to housing full-time suppression crews.

SCFD is a young and motivated department that enjoys strong external stakeholder support within the community, top quality equipment, and a close relationship between the Union and the City Administrator.

## STAFF & CREWS

The Fire Department operates with full-time suppression personnel. Fire suppression crews staff Stations 1, 2, 3 and 5 for 24 hours a day, 7 days a week, which allows for excellent response anywhere in the 41.09 square miles of the city. Station 4, at the airport, is staffed on an "as needed" basis.

and share a strong sense of pride in their city. The incoming Fire Chief can expect to work as an integral part of the greater city operating team.



The Suppression Division responds to over 6,000 incidents per year. The Fire Department also provides hazardous materials incident coverage. The Chemical Assessment and Emergency Response Teams, by contract with the State of Minnesota, have primary coverage for approximately 10 counties in central Minnesota.

SCFD offers Basic Life Support (BLS) with no transport and does not bill for medical services.

## ADDITIONAL SERVICES

- Airport rescue and firefighting
- Confined space rescue
- Emergency medical response and extrication services
- Fire inspection and plan review
- Ice and water rescue
- Public fire education
- Technical and high-angle rope rescue

Click here to access [SCFD's 2019 Annual Report](#).





# THE IDEAL CANDIDATE

The City of St. Cloud is seeking an experienced and highly qualified Fire Chief to elevate the St. Cloud Fire Department to the next level of service. The new Fire Chief will join a team of dedicated and community-minded city officials who take great pride in their work, and the welfare of St. Cloud. The Fire Chief reports directly to the City Administrator.

As a young and motivated organization, the St. Cloud Fire Department will benefit most from an incoming Fire Chief with a strong desire to mentor, inspire, and help cultivate the skills of staff and personnel. The Fire Chief will build up the strengths of the department by being a positive, inclusive, innovative, and encouraging leader with a decisive and supportive management style. It will be important for the next Fire Chief to empower members to stretch their capabilities, assume responsibility, and achieve the highest level of success in team performance. Clearly communicating long-term goals to all personnel, and including the team in the achievement of those goals, will be integral to building and maintaining positive morale. Expanding and prioritizing training, diversifying the

workforce, upholding organizational accountability, and recognizing exceptional performance are highly desired characteristics that the next Fire Chief should possess.

The next Fire Chief will build up the department's capacity for innovation, tactical excellence, and integration with the St. Cloud community, requiring public visibility, transparency, and vision. To be successful, the Fire Chief will exhibit outstanding interpersonal skills, actively advocate for the fire department, and will foster an environment of mutual respect, trust, and follow-through at all levels. The successful candidate will be a genuine communicator; demonstrating political acumen, sensitivity, and an inspirational demeanor to lead the organization forward through action and example.

The City desires a strong leader who values and serves with integrity and operates with a high level of personal and departmental accountability, garnering the respect of staff as well as that of the public. Competitive candidates will have cultivated

strong internal and external relationships throughout their careers, and will have demonstrated a proactive approach to problem solving and creating mutually beneficial partnerships in the community, fire profession, and with labor unions. It is important for the next Fire Chief to embrace a culture of collaboration, teamwork, and inclusion throughout the organization, and in alignment with other city departments and external stakeholders.



## EDUCATION & EXPERIENCE

The minimum requirements for the position of Fire Chief are:

- Bachelor's in Fire Administration, Fire Science, or other related field that can be demonstrated to befit the administration of a professional fire department.
- At least fifteen years of progressive experience in the practice of firefighting and prevention.
- At least five years of experience in a Chief level officer position.

- Current International Fire Service Accreditation Congress (IFSAC) Firefighter II Certification.
- Current IFSAC Fire Officer II Certification
- Valid Minnesota issued driver's license that is unrestricted except for corrective lenses, or ability to obtain.
- In accordance with Minnesota Statute 299N.05, must possess a valid Minnesota Firefighters License, or ability to obtain.

[Click here](#) for the full job description and list of desired qualifications.

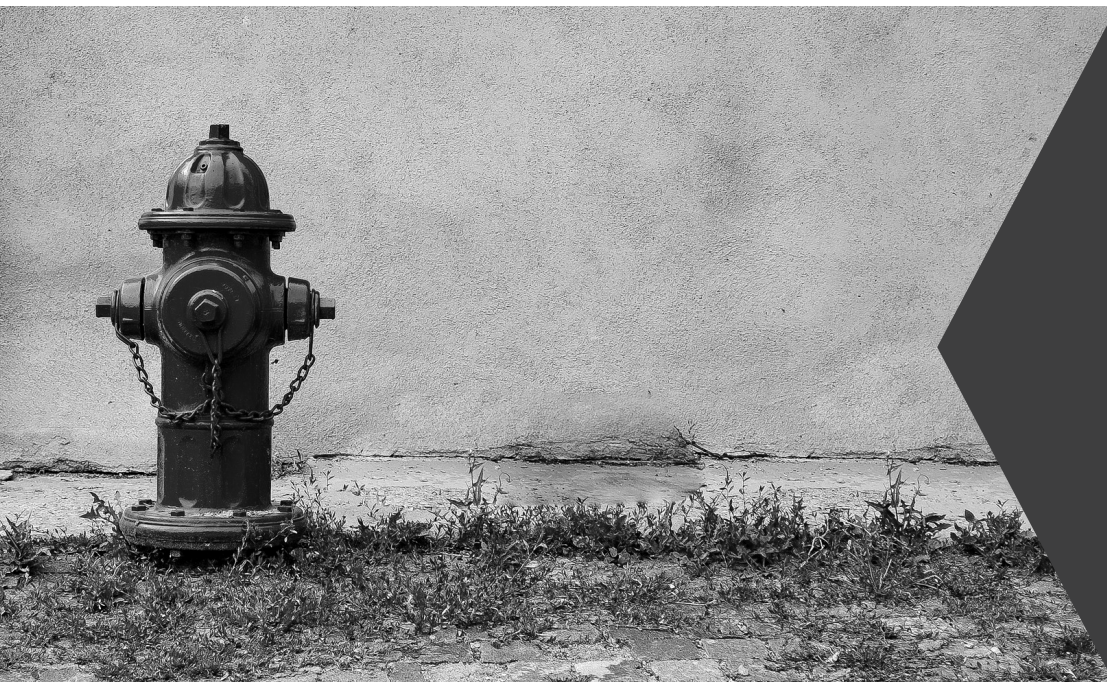
## COMPENSATION & BENEFITS

The City of St. Cloud is proud to offer an exceptional benefits package. The salary range for this position is \$114,000 - \$141,000 annually, depending on experience and qualifications. In January of 2022, there will be a 3% increase to the annual salary. As a public employee, you will be a part of the Public Employees Retirement Association of Minnesota (PERA) pension plan. The state of Minnesota sets the contribution rates for the employee and the employer at 11.80% for Police & Fire Employees and 17.70% for Employers. Contributions are 50% vested after 10 years and 5% each year thereafter for 100% vestment after 20 years.

Additionally, the City of St. Cloud offers a full range of leave and insurance benefits including vacation,

sick, holiday, and personal time off. Health and Dental insurance start day one of employment, and you may choose between two health insurance plans. The City also offers an array of voluntary benefits including life insurance, short and long term disability, cancer insurance, an FSA reimbursement account, and more. You will also have access to an Employee Assistance Program, Longevity Pay, and a Wellness Program.





# *HOW TO* EXPRESS INTEREST

## CONFIDENTIAL RECRUITMENT

Confidential recruitment services for this position are provided by Western Fire Chiefs Association (WFCA). The process allows you to consider an opportunity before submitting a formal and public application.

1

### *SUBMIT YOUR MATERIALS IN CONFIDENCE*

To express your interest in this position confidentially, please submit your resume and contact information through [our website](#) by **Friday, May 7, 2021**.

2

### *WFCA SCREENING PROCESS*

WFCA will conduct a multi-phased screening process that may include leadership assessments, telephone or Zoom interviews, and/or site visits to St. Cloud Fire Department. This process will give you the opportunity to learn more about the agency, its culture, and the community it serves. WFCA will present your information as a “blind” summary (i.e., all identification details withheld) to St. Cloud Fire Department and will follow-up with an assessment of alignment between your skills, experience, and the requirements of the position.

3

### *SUBMIT A FORMAL APPLICATION*

Upon completion of the screening process, qualified candidates will be invited to submit a formal and public application to St. Cloud Fire Department.

Recruitment Coordinator, Heidi Arnold, is available to answer your questions about this position at [heidi@wfca.com](mailto:heidi@wfca.com) or (503) 407-5115.

**EXECUTIVE  
RECRUITING**  
WFCA