



City of Coronado



Director of Fire Services (Fire Chief)

Recruitment Services Provided By Ralph Andersen & Associates

The City of Coronado is seeking qualified applicants to serve as Director of Fire Services (Fire Chief) of this beautiful and historic beachside community in San Diego County.



The Community of Coronado

Rich in history, natural beauty, and with a charming ocean village atmosphere, Coronado is most deserving of its royal “nickname” – the Crown City.

Surrounded by the Pacific Ocean, Glorietta Bay, and San Diego Bay, this picturesque seaside resort destination is linked to the Southern California coastline and the City of San Diego by the graceful and stately Coronado Bridge, and to the south by a narrow strip of land known as the Silver Strand.

This uniquely enchanting city, which measures 13.5 square miles, is home to one of the best beaches in the United States as distinguished by travel magazines and beach expert “Dr. Beach,” 18 public parks, an 18-hole municipal golf course, tennis center, marina, public swimming pools, and numerous other recreation facilities and dedicated bicycle paths. Quiet tree lined streets and friendly neighborhoods offer a variety of architectural home styles. The downtown businesses include quaint shops and active Chamber of Commerce and MainStreet organizations. The award-winning school system offers a high caliber of educational standards. Coronado residents enjoy and cherish their high quality of life.

This vibrant, thriving community welcomes more than 2 million visitors annually to soak up the sun and sand while enjoying the lush surroundings and village appeal of Coronado. With 15 hotels, including three world class resorts, with over 1,900 hotel rooms, and many highly acclaimed restaurants, this island community has a resident and Navy population of approximately 24,000 as well as a flourishing tourist population. Coronado is home to Naval Air Station North Island, Coronado (NASNI); Naval Amphibious Base, Coronado (NAB); and Silver Strand Training Complex, Coronado, supported by nearly 20,000 military and civilian personnel.

Coronado is a unique, well cared for, financially sound “small town” with an involved citizenry and a strong sense of community pride. We see a partnership between the community and City government which protects the environment, preserves traditions, and fosters innovation. We see a community that places trust and confidence in its elected officials who lead a motivated professional City staff dedicated to customer service and continuous quality improvement. We see a protection of our quality of life through strong leadership and open communication.

City Organization

Coronado, incorporated on December 11, 1890, as a general law city, has a Council-Manager form of government. The City is governed by a Mayor and four council members who serve staggered four-year terms. The City employs 251 full-time employees and a seasonal/temporary workforce that ranges between 100 and 200 throughout the year. The City has a General Fund revenue of \$66 million, a total operating budget of approximately \$107 million, and an underlying AAA rating from Moody's. It is a full-service City organized into 9 departments: City Manager, City Clerk, Administrative Services (Finance, Human Resources, and Information Technology), Community Development, Police Services, Fire Services and Beach Lifeguards, Public Services & Engineering, Library Services, Golf and Recreation Services.

The Department

The Fire Services Department operates in a team environment to provide fire protection, emergency medical, disaster preparedness, and beach lifeguard services to the public. The Department has an operating budget of \$10 million. The Department has 2 fire stations: one located in the Coronado "Village" and the other in the Coronado Cays. The Department has 41.5 full-time employees and employs seasonal/temporary beach lifeguards and lifeguard assistants.

Department Goals

- ◆ To ensure fiscal responsibility while delivering the highest level of customer service possible;
- ◆ To foster and maintain an atmosphere of mutual cooperation throughout the community;
- ◆ To eliminate future fire hazards and ensure access and firefighting capabilities through planning, code enforcement, and plan checks;
- ◆ To respond quickly to and extinguish fires so as to minimize the loss of life, damage to property, and economic impact upon the community;
- ◆ To provide the best available emergency medical support to the residents and visitors of Coronado;
- ◆ To ensure that the City and its residents are prepared to effectively respond to major disasters by providing information and education in the areas of fire safety and emergency preparedness; and
- ◆ To provide prompt and courteous response to public calls for service and fire hazard complaints.



The Position

The Director of Fire Services (Fire Chief) is an at-will position appointed by and working under the general direction of the City Manager. Serving as a member of the Executive Team, the Director will plan, direct, manage, and oversee the activities and operations of the Fire Department. This includes, but is not limited to, fire suppression and prevention, disaster preparedness, emergency medical and hazardous materials response, beach lifeguard services and training. The Director will provide highly responsible and complex fire services related support to the City Manager.



Ideal Candidate

The City of Coronado is seeking a well-rounded, skilled leader to serve as its Director of Fire Services. The candidate should be a self-motivated, dedicated, strategic manager who is committed to organizational effectiveness and dedicated to serving the community. The Director will be expected to actively participate in the City's executive team and in matters of broad organizational concern.

The ideal candidate will be creative, energetic, community-oriented, and will practice a "hands-on" management style. The Director will need to demonstrate the ability to maximize efficiencies within

available resources, work successfully with the residents, local businesses, other regional agencies, and the media to further the goals of the Department and the City.

Additionally, the ideal candidate will be an individual who has the ability to:

- ◆ Manage the development and implementation of departmental goals, objectives, policies, and priorities for each assigned service area.
- ◆ Manage, within City policy, appropriate service, and staffing levels; monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; and allocate resources accordingly.
- ◆ Assess capital improvement project needs and support the development and implementation of major facility improvements, including new station design and construction.
- ◆ Assess and monitor workload, administrative and support systems, and internal reporting relationships; identify opportunities for improvement; and direct and implement changes.
- ◆ Direct the continuous training of Department personnel to meet and comply with applicable firefighting standards and oversee certification programs.
- ◆ Select, train, motivate, and evaluate Department personnel; provide and coordinate Department training, support labor relations, work with employees to achieve optimal outcomes, and support development and succession planning.
- ◆ Assist the City Manager in developing City-wide, multi-hazard emergency management preparedness.
- ◆ Manage expenditures and costs within available resources.
- ◆ Represent the Fire Department and coordinate assigned activities with those of other departments, elected officials, and outside agencies.



Education and Experience

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training: Equivalent to a Bachelor's degree from an accredited college or university with major course work in the fire sciences, public administration, business administration or a related field. A Master's degree is desirable.

Experience: At least ten years of increasingly responsible fire suppression, emergency medical service, emergency preparedness, and fire prevention functional experience including four years of demonstrated management and administrative responsibility.

Licenses and Certificates: Possession of a California State Chief Officer certification or an Executive Fire Officer certification from the National Fire Academy. Possession of a valid Class C California Driver's License with a safe driving record is required.

Compensation

The City of Coronado offers a competitive compensation package. Salary is open depending on qualifications and experience. The current Fire Chief's salary range is **\$15,463.30 - \$18,391.96** monthly.

The City offers an excellent benefits package including:

Retirement: The City contracts with the California Public Employees' Retirement System (CalPERS), for the provisions of its retirement benefits, as set forth in the California Public Employees' Pension Reform Act of 2013. Participants enrolled in CalPERS after 1/1/13 are eligible for Local Safety 2.7% @ 57 (PEPRA Member) benefit formula. Participants enrolled in CalPERS prior to 1/1/13 are eligible for Local Safety 3% @ 50% (CLASSIC Member) benefit formula. CalPERS' reciprocal agreement with other eligible California public retirement systems can allow you to coordinate your benefits between two systems.

Health Benefits: The City currently provides a Cafeteria Benefit Plan with an allotment for Executive employees of \$2,070 per month for calendar year 2023 that can be used to help cover the cost of medical, dental, vision, supplemental life insurance, and ancillary benefits. Any remaining balance from the Cafeteria Benefit Plan can be designated to a health reimbursement account (HRA) for reimbursement of eligible health care expenses and/or deposited into a dependent care flexible spending account (FSA) for eligible dependent care expenses.

Leave Benefits: New Executive employees accrue 184 hours of annual leave (combined vacation and sick leave) per year, depending on years of qualifying service.

Administrative Leave: The City provides Executive employees with 80 hours of administrative leave per fiscal year. Employees hired after July 1st of a fiscal year will receive a pro-rated amount.

Life Insurance: The City provides Term Life coverage equal to one times your annual salary plus \$25,000 and Accidental Death & Dismemberment (AD&D).

Short- and Long-Term Disability: The City provides short- and long-term disability insurance equal to 66 2/3% of income. Employees that earn over the maximum benefit of \$5,000/month available under the long-term disability plan, have the option to purchase enhanced long-term disability insurance.

Tuition Reimbursement: The City provides up to \$2,000 per fiscal year for reimbursement of directly related cost of tuition, school fees, books, and required materials for approved courses. Additionally, tuition reimbursement can be used for student loan repayment.

To Be Considered

This is a **confidential recruitment** and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references **will not** be contacted until mutual interest has been established. Candidates are encouraged to **apply immediately, with the first review of resumes to begin following the application deadline of January 16, 2023**. Electronic submittals are strongly preferred to Ralph Andersen & Associates at apply@ralphandersen.com, and should include a compelling cover letter and comprehensive resume.

Only the most highly qualified candidates will be invited for an on-site interview anticipated to be in February 2023. The selection process may also involve a supplemental questionnaire. The desired starting date for the newly selected Director of Fire Services is late-March / early April 2023.

Confidential inquiries are welcomed to David Morgan, Ralph Andersen & Associates, at (916) 630-4900.

An aerial night photograph of Coronado Island, California. The island is illuminated with warm lights, and a large bridge spans across the water. In the background, the San Diego skyline is visible with numerous lit-up buildings. A ferry boat is visible in the water in the foreground.

The City of Coronado is an Equal Opportunity Employer

www.coronado.ca.us