

LDCFM

LAWRENCE-DOUGLAS COUNTY FIRE MEDICAL

Invites you to apply for the position of

Division Chief of EMS



ABOUT THE COMMUNITY

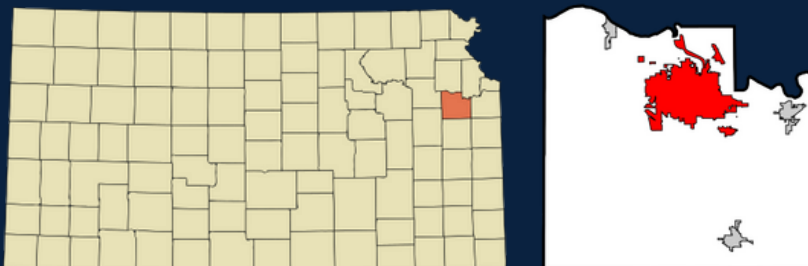
Lawrence, Kansas, founded in 1854, is a historically significant city known for its abolitionist roots and vibrant community. With a population of approximately 95,000, it's the county seat of Douglas County and located between Kansas City and Topeka (the capitol of Kansas). The city boasts a rich history, including the Quantrill Raid of 1863 and the legacy of figures like Langston Hughes and William S. Burroughs.

Lawrence is home to the University of Kansas and Haskell Indian Nations University and offers diverse cultural experiences, outdoor recreation, and a thriving downtown. Key attractions include Massachusetts Street, the Prairie Park Nature Center, and KU's renowned basketball heritage with ties to Dr. James Naismith, the inventor of basketball.

As a vibrant college community, Lawrence is rich in diverse arts and cultural offerings, epitomized by the Lied Center of Kansas, the University of Kansas' hub for performing arts. Beyond academia, the city invites residents to enjoy attractive parks, award-winning aquatics facilities, and three highly regarded golf courses.

Douglas County, with a population of around 120,000, includes Eudora, a small town of under 7,000 with a growing community, historic downtown, and its own school district. Baldwin City, with fewer than 5,000 residents, hosts a popular annual arts and music festival and is home to Kansas's first university, Baker University. Douglas County is located in northeast Kansas which features tree-covered, gently rolling hills. Lecompton, the birthplace of the Kansas Territory and a pivotal location in pre-Civil War history, offers a rich cultural backdrop for this role.

Historic Downtown Lawrence



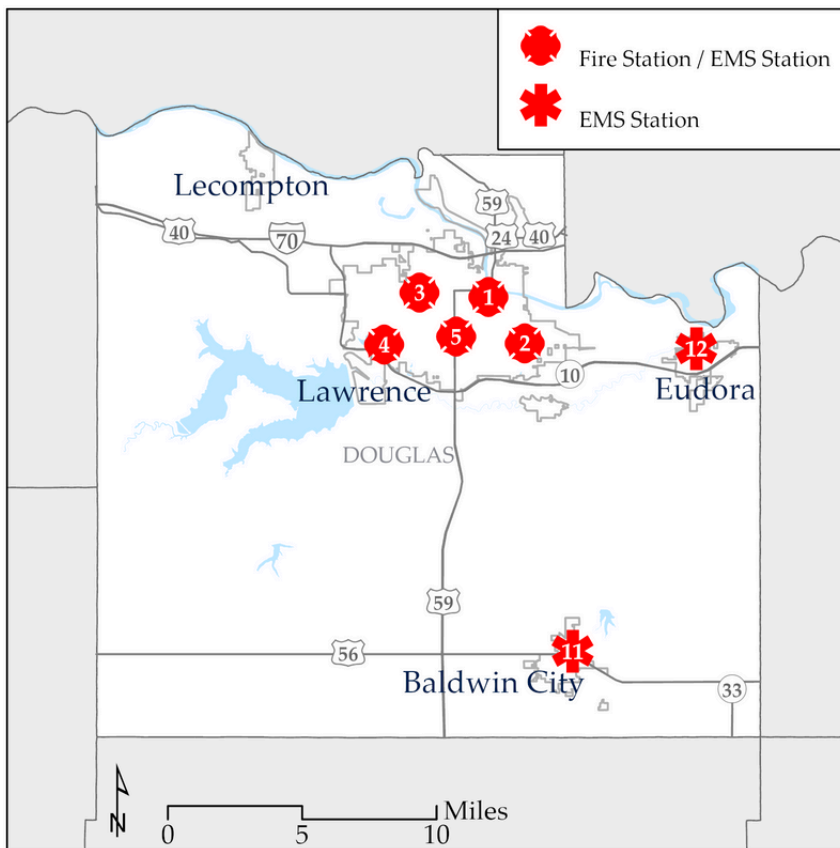
"We create a community where all enjoy life and feel at home."

City of Lawrence, KS Mission Statement

ABOUT LDCFM

The department was formed in 1997 through the merger of the Lawrence Fire Department (LFD) and Douglas County Ambulance Service (DCAS). The LFD began in 1859 as the volunteer "Republic Engine Company No. 1," later becoming a fully paid department in 1915. DCAS, established in 1974, provided advanced life support services (ALS) in Douglas County. In 1996, an inter-local agreement merged LFD and DCAS, creating Lawrence-Douglas County Fire Medical (LDCFM).

LDCFM operates as an all-hazards fire department, delivering emergency services, including fire suppression, hazardous material technician response, technical rescue technician response, and fire-based emergency medical service at the ALS level. LDCFM has been a Commission on Fire Accreditation International (CFAI) accredited department since 2007.



LDCFM operates from seven (7) stations which are strategically positioned across the City of Lawrence and Douglas County. As a part of the City of Lawrence's adopted Capital Improvement Plan, there is dedicated funding for the expansion of two new fire medical stations (LDCFM Station #6 and LDCFM Station #7) within the next five years.

In 2021, the City of Lawrence and Douglas County signed an updated EMS Cooperation Agreement, which outlined the joint funding relationship and placed all departmental liabilities under the City's authority. The City Manager, appointed by the City Commission, serves as the Chief Executive Officer, responsible for hiring department directors and implementing City Commission policies through qualified staff.

ABOUT LDCFM

CONTINUED

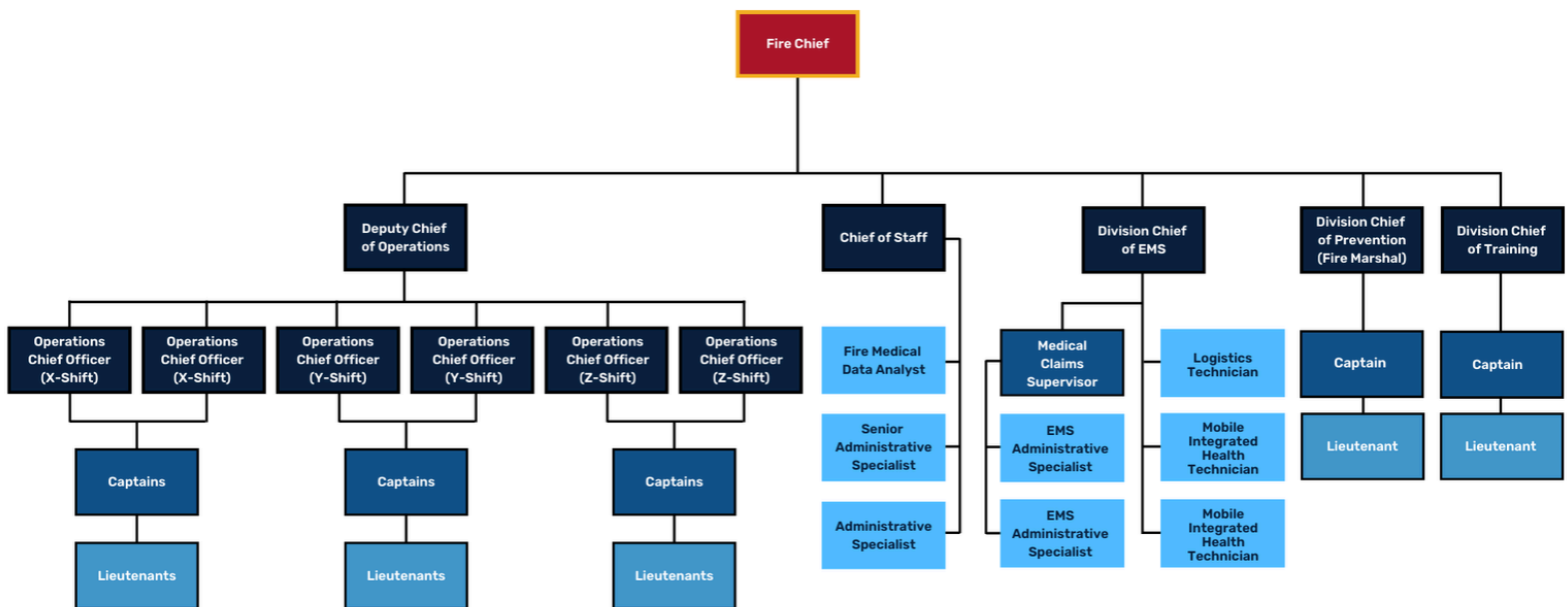
LDCFM is led by Fire Chief Rich Llewellyn and is directly supported by sworn employees and non-sworn personnel across five (5) divisions: Administration, Emergency Medical Services, Operations, Prevention, and Training.

The department operates under three 24-hour rotating shifts (X-Shift, Y-Shift, and Z-Shift), each consisting of two (2) Chief Officers, five (5) Captains, eight (8) Lieutenants, and twenty-nine (29) Firefighters.

LDCFM maintains funding for nineteen (19) Administrative personnel and one-hundred and forty-nine (149) Operations personnel for a total of one-hundred and sixty-eight (168) full-time employees (FTEs). In 2025, LDCFM has an Operating Budget of \$31,500,000.



2025 LDCFM Organizational Chart



OUR MISSION

We are committed to saving and protecting lives and property through service to our community.



OUR VALUES

Professionalism

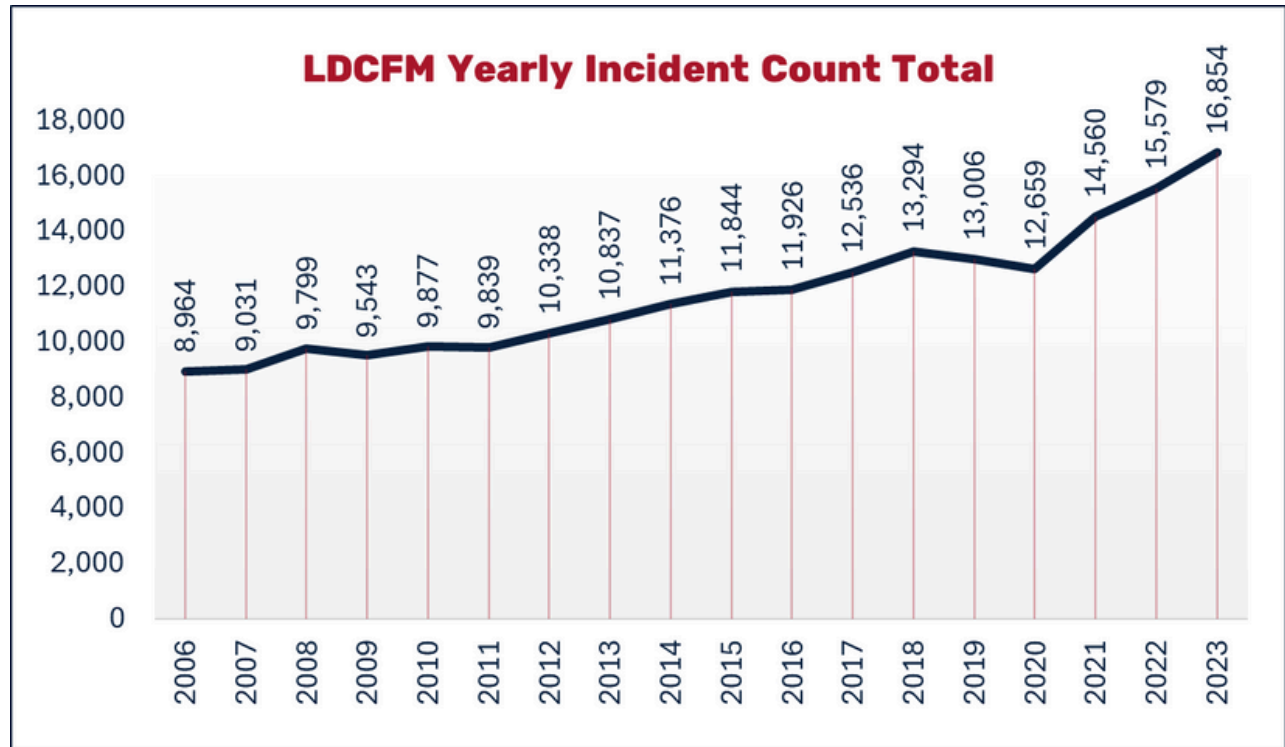
Respect

Integrity

Diversity

Excellence

COMMUNITY GROWTH AND INCREASING RESPONSES



The City is projecting both outward growth (beyond current City limits) and increased development within the City in the coming years. The newest station, Station 5, was placed into service in 2006 and LDCFM has created an expansion roadmap to address the growing needs of our community and keep response times on target. This roadmap includes constructing two new stations and replacing a current station at or near its current location.



DIVISION CHIEF OF EMS

The desired candidate for the Division Chief of EMS will have strong leadership skills, managing both emergency and non-emergency operations for the LDCFM. They should excel in strategic planning, budget management, and incident command, with experience in fire suppression, EMS, and specialized rescues. The ideal candidate will be a proven team leader, capable of supervising and training staff, coordinating with multiple agencies, and contributing to the department's executive team. A high level of expertise in emergency management, excellent communication skills, and a commitment to safety and efficiency are essential.

The ideal candidate will have a solid understanding of fire service best practices, including emergency medical services, fire prevention, hazardous materials response, and technical rescues. They will be adept at developing and implementing policies, managing complex incidents, and fostering collaboration with both internal teams and external agencies.

The desired candidate should also have experience in budgeting, staff evaluations, and training, with a focus on continuous improvement and innovation. A commitment to professional development and leadership in both routine operations and emergency situations is crucial for success in this role.

The Division Chief of EMS will oversee the EMS Division which consists of the Medical Billing team, supported by three civilian medical claims positions, as well as a civilian EMS Logistics Technician who is responsible for managing medical supplies. Additional direct reports include two paramedics within the Mobile Integrated Health Program.

Additionally, they serve as a liaison with medical facilities and the Douglas County Medical Director, and oversee specialized programs such as the Douglas County EMS First Responders, AEDs, infection control, and health and safety. This individual will oversee key functions like community relations, employee wellness, EMS quality control, and recruitment efforts.





Qualifications:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying as determined by the Fire Chief. A typical way to obtain the effective knowledge, skills, and abilities would be through:

Education and Experience

- An associate degree from a national or regionally accredited institution.
- A bachelor's degree from a national or regionally accredited institution is highly desirable.
- 90 semester credit hours (or quarter credit hour equivalent) total required three years from January 1st, 2024. A bachelor's degree required six years from January 1st, 2024.
- Twelve (12) months experience as an LDCFM captain or equivalent position in an outside agency.
- Previous experience as an EMT and/or Paramedic.

Training Credentials and /or Licenses

- Possession of, or ability to obtain a valid Kansas Motor Vehicle Driver's License.
- IFSAC or Pro Board Fire Inspector I Certification.
- IFSAC or Pro Board Fire Officer II Certification.
- National Incident Management Systems (NIMS) 100, 200, 300, 400, 700, and 800.
- Blue Card Incident Commander Certification.
- Possession of, or actively working towards a professional credential from the Center for Public Safety Excellence (CPSE) Commission on Professional Credentialing.
- Completion of National Fire Academy Managing Officer (MO) Program or Executive Fire Officer (EFO) Program is highly desirable.

Compensation

Salary

- The salary range for this position is \$107,000 - \$158,000 with an expected hiring range of \$107,000 - \$130,000.
- The City of Lawrence offers an attractive benefit package which can be seen later on in this brochure.

DIVISION CHIEF OF EMS

BENEFITS SUMMARY



KANSAS POLICE & FIRE (KP&F) RETIREMENT

The retirement system in Kansas that provides pension benefits for police officers, firefighters, and other public safety employees. It offers retirement, disability, and survivor benefits for eligible members. Employer contribution is 23.18% and employee contribution is 7.15%.

DEFERRED COMPENSATION

457 plans available for employee contribution.

HEALTH / DENTAL / VISION INSURANCE

Eligible the first day of first month after date of hire. The City provides generous contributions towards medical, dental, and vision plans.

BEHEALTHY - WELLNESS PROGRAM

Available to employees and spouses enrolled in our medical plan. Achieve wellness goals and earn incentive money for a healthier lifestyle!

ANNUAL PAID TIME OFF

- Twenty-one (21) paid Sick Days.
- Twelve (12) paid Vacation Days.
- Three (3) paid Personal Days.
- Ten (10) paid Holidays.
- Twelve (12) weeks paid Caregiver (parental) Leave.

DEPARTMENT VEHICLE

Chief Officers are assigned a department vehicle. Personal use of assigned vehicle is restricted to Douglas County.

FAIR LABOR AND STANDARDS ACT (FLSA) EXEMPTION STATUS

Both positions are exempt from FLSA.



HOW TO EXPRESS INTEREST & RECRUITMENT TIMELINE

How to Apply

To express your interest in the **Division Chief of EMS** position, please submit your resume, contact information, and all other required information through our **website** (<https://lawrenceks.org/jobs/>) by **Sunday, November 3rd, 2024**.

Hiring Process and Timeline

Review of resumes will begin **Monday, November 4th, 2024**. Candidates will be evaluated based on qualifications outlined in this document. Candidates who best meet the needs of LDCFM may be invited to participate in a multi-phased selection process that may include virtual screening interviews, in-person interviews, and/or department site visits. **LDCFM anticipates filling this position as soon as possible.**



HELPFUL RESOURCES

Discover More About Our Department and Community:

As you consider joining our team, we invite you to explore the following resources to learn more about **Lawrence-Douglas County Fire Medical**, the vibrant **City of Lawrence**, and the welcoming community of **Douglas County**. These links provide valuable insight into the region and the essential role our department plays in maintaining public safety.

We are seeking a dedicated professional for the role of **Division Chief of EMS**, who is eager to lead with integrity, innovation, and a commitment to service.

We look forward to receiving your application and are excited about the possibility of welcoming passionate and skilled leaders to our team.

Join us in continuing our mission to protect and serve the Lawrence-Douglas County community.



LDCFM
LAWRENCE-DOUGLAS COUNTY FIRE MEDICAL



LDCFM Website

<https://lawrenceks.org/fire-medical/>



LDCFM Accreditation Documents

<https://lawrenceks.org/fire-medical/accreditation/>



LDCFM Facebook

<https://www.facebook.com/LawrenceKSFireMedical>



City of Lawrence Website

<https://lawrenceks.org/>



City of Lawrence Strategic Plan

<https://lawrenceks.org/strategic-plan/>



City of Lawrence Facebook

<https://www.facebook.com/CityOfLawrence>



Douglas County Website

<https://www.dgcoks.gov/>



Douglas County Facebook

<https://www.facebook.com/douglascountyks>