



Julian Volunteer Fire & Rescue Department

4317 Folger Rd
Julian, NC 27283

Phone: 336-685-4201
Fax: 336-685-4216

NOTICE OF EMPLOYMENT APPLICATION PROCESS

Julian Volunteer Fire and Rescue Department, Inc. is now accepting applications for the position of:

Chief

Applications must be picked up and returned to Station 36 located at
4317 Folger Rd
Julian, NC 27283

Monday through Friday between the hours of
8am and 5pm.

Completed applications must be returned to Station #36 in an envelope addressed Board of Directors
by 5pm Monday, October 14th, 2019 to be considered in this process.
Incomplete applications will be discarded.

RESPONSIBILITIES:

- Supervises all volunteer and paid personnel.
- Plans, organizes, and directs, in association with subordinate officers, departmental operations with respect to facilities, equipment, apparatus and personnel.
- Provides for the preparation and administration of recruitment, training and staff development programs. Manages preparation of departmental budget and exercises purchasing and budgetary control.
- Assesses departmental activities and operations and takes necessary steps to improve fire service delivery systems.
- Confers with the President of the Board and the Board of Directors on major policies and related issues and conducts regular conferences with fire department staff members in administering policies, procedures and regulations.
- Cooperates with local, regional, state, and federal agencies in developing long range plans and programs. Directs the preparation and analysis of fire records and reports to secure a more efficient delivery of service and to comply with authorized requests for information regarding departmental activity and personnel.
- If necessary, assumes command of all firefighting personnel and apparatus at the scene of any incident, personally directs operations and makes decisions as to the most appropriate means toward incident stabilization.

DESIRABLE SKILLS, KNOWLEDGE, AND ABILITIES:

- Ability to maintain a cooperative relationship with other fire departments; local, state and federal agencies, department personnel and the general public to ensure an efficient fire service delivery system.
- Comprehensive knowledge of department and county organizational structure, operations, policies and procedures.
- Extensive knowledge of modern management principles and practices including fire department organizations and administration. Comprehensive knowledge of budget systems and procedures.
- Ability to use highly developed written and oral skills to communicate effectively with all forms of the media. Comprehensive knowledge of supervisory and personnel management methods and techniques.
- Extensive knowledge of the principles, practices, procedures, and equipment used in modern firefighting, fire prevention, handling hazardous materials, and fire training.
- Extensive knowledge of applicable laws and ordinances relating to fire service delivery systems.

WORKING REQUIREMENTS:

- As Chief of Julian Volunteer Fire and Rescue it is required that the Chief work on site one day a week in addition to any time outside of the weekly requirement that will be needed in order to fulfil the above said duties.
- The Chief must be mentally and physically capable of fulfilling said duties as deemed by the Board.
- If the Chief is required to participate in operations or training exercises then he will do so utilizing the Proper Protective Equipment (PPE's) and by the standards set forth within the Standard Operating Guidelines (SOG's).

Other Requirements

- **NC Class B Driver's License (classified and valid) or obtain same within ninety days of employment**
- **NC Firefighter Certification**
- **NC Emergency Medical Technician or Medical Responder or Higher**
- **NC Emergency Vehicle Driver Certification**
- **Pass a DOT physical and drug screening for a controlled substance any time required by the Board.**
- **Most current Chief 101, which is obtained from the North Carolina Fire Marshal's Office NFPA 1021 Professional Qualifications for Officers**
- **National Incident Management Systems (NIMS) 100. 200. 300. 400, 700 and 800 Certifications**
- **NC Fire Officer Certification**
- **Decision Incident Management Company (DIMCO) Certification**
- **Planning Incident Company Officer (PICO) Certification**
- **Strategic Tactical Incident Company Officer (STICO) Certification**
- **NC Technical Rescue/VMR certification (within 18 months of employment)**

The Chief position is a paid position up to 20 hours per week, and volunteer thereafter.

Current hiring range for this position is \$15600 annually.

Julian Volunteer Fire and Rescue Department, Inc. is an equal opportunity employer, and does not discriminate on the basis of race, color, national origin, religion, sex, age, disability or any other characteristic protected by law.