

**THE CITY OF
DAYTONA BEACH
FLORIDA**



INVITES YOUR INTEREST IN THE POSITION OF
FIRE CHIEF

THE COMMUNITY

The City of Daytona Beach is situated in Volusia County, on central Florida's east coast. Daytona Beach has a population of about 65,000 and encompasses approximately 65 square miles. The City's eastern border is the Atlantic Ocean, and it is widely renowned as "The World's Most Famous Beach." Daytona Beach is also traversed by the scenic Halifax River.

This diversified city has a mixture of beautiful beaches, historic districts, marinas, restaurants, recreational facilities and hotels/resorts. Housing runs the gamut from very modest to luxurious.

One of Daytona Beach's major economic engines is special events. These include major events such as Speed Week, ending with the Daytona 500; Spring Break; Bike Week; Biketoberfest; and Black College Reunion. The City boasts over 8,000,000 visitors annually.

Daytona Beach is home to four major sports organizations: the Ladies Professional Golf Association, NASCAR, the United States Tennis Association Florida Chapter, and the Florida State League of Minor League Baseball.

It is also home to several high-tech companies and several colleges: Embry Riddle Aeronautical University, Bethune Cookman College, and Daytona Beach Community College which also houses a branch of the University of Central Florida. Stetson University and the main campus of the University of Central Florida are nearby.

Cultural, recreational, and historical attractions abound for the enjoyment of residents and visitors, alike. These include museums, arts and music festivals, five historic districts, Chicago Cubs Minor League baseball, the Daytona Beach Kennel Club, various amusement and tourist attractions, theatre and musical productions, a municipal golf course, over a dozen championship golf courses open to the public, the LPGA golf

course, acres of parks, and a city-owned marina that is among the largest in the Southeast. Numerous opportunities abound for boating, rowing, sailing, biking, and simply enjoying the natural beauty of the subtropical region.



Daytona Beach has many factors which make it very well suited for economic development. The Daytona Beach International Airport is located within one mile of Interstates 4 and 95; the Florida East Coast Railway runs through the heart of the city, as does the East Coast Shipping Channel; and it is at the juncture of the both the East-West and North-South corridors of I-4 and I-95.

Daytona Beach is part of Florida's High Tech Corridor that links Tampa Bay and Florida's West Coast via Greater Orlando, along with the Kennedy Space Center. Daytona Beach also boasts a well-educated work force, large parcels of undeveloped land, and a business-friendly environment.

CITY GOVERNMENT

The City of Daytona Beach operates under the Commissioner-Manager form of Government. In addition to the City Manager and City Attorney, Daytona Beach has an Assistant City Manager, Police Chief, Fire Chief, Finance Director, Human Resources Director, Public Works Director, Community Development Director, Leisure Services Director, Information Systems Director, and Development Services Director. The City has 1,005 fulltime employees.

THE POSITION

The Daytona Beach Fire Department has 119 employees and an annual budget of \$12 million.

The Fire Chief, under administrative direction of the City Manager, has the responsibility for administering all functions of the Fire Department. He/she provides executive level administration and direction for functions to include, but not limited to, personnel, vehicle and equipment maintenance, emergency responses, records and reporting duties, administration of medical treatment, and operational budgets. The Fire Chief plans, organizes, directs, and controls fire/rescue service functions within broad policy guided by laws, codes, rules and regulations. Responsibility extends to appraising adequacy of facilities and equipment for performing services.



Major duties of the Fire Chief include the following.

- Plans, organizes, directs and coordinates the work of subordinate professional, technical and clerical personnel in conducting the fire and emergency medical service functions of municipal government
- Develops recommendations and implements decisions regarding operational policies, expenditures, plans and other administrative matters as they affect the department, and prepares and administers the departmental budget
- Responds to emergency incidents and assumes direct command of large-scale operations
- Acts as liaison and primary information resource for City Manager, City Commissioner, other City departments, outside agencies, the press, and the general public
- Develops and implements departmental policies, procedures, goals, and objectives and enforces State, County, and City codes with respect to functions under charge
- Oversees Emergency Medical Services for quality assurance, medical control, and regulation compliance
- Conducts staff meetings, and attends various community and municipal meetings as representative of the Fire Department
- Reviews and approves payroll
- Prepares and administers the department's budget, approving expenditures and requisitions, and monitoring expenditures for adherence to established goals and objectives
- Provides oral presentations, and performs various public speaking duties as needed
- Administers an effective inspection program concerning all department apparatus and equipment to ensure fully operational and safe functioning capacity for continual readiness of response
- Directs and coordinates with appropriate agencies the mitigation of other emergencies, as needed
- Administers an effective records maintenance system concerning all functions under charge, in accordance with accepted records management procedures
- Incident reporting

- Administers personnel functions for personnel under charge (i.e., discipline, vacation/leave requests, payroll sheets, transfer, hiring, and promotion)

THE IDEAL CANDIDATE

Education ♦ Bachelor's Degree in Fire Science, Emergency Medical Service, Public Administration or related field.

Work Experience ♦ Ten (10) years progressively responsible full-time paid experience in an organized fire department or related municipal service, five (5) of which shall have been acquired in a managerial capacity, preferably at the level of Battalion Chief or above, with responsibility for personnel and budget management functions. Prefer State of Florida Firefighter Standards Council Certificate of Tenure or Compliance, Emergency Medical Technician Certification issued by the State of Florida, Health Care Provider level CPR Certification, and valid State of Florida Class "E" driver's license.

Desired Attributes

- Comprehensive knowledge of principles and practices of administering a large scale fire and rescue operations division, with respect to saving and protecting lives and property through fire prevention activities, rendering emergency medical treatment, and mitigating other emergencies such as hazardous materials incidents and natural disasters
- Comprehensive knowledge of the laws, ordinances, standards, and regulations pertaining to the essential duties and responsibilities of the position
- Clearly understands the occupational hazards and safety precautions required to perform the essential functions of the work
- Comprehensive knowledge of terminology and related professional languages used within the department as such pertain to work responsibilities

- Knows how to maintain cooperative and effective relationships with intra- and interdepartmental personnel, as well as any external entities with which position interacts

- Broad experience in Fire and EMS
- Experience working in a unionized environment
- High energy level
- "On the street" work approach
- Strong leadership skills

COMPENSATION

The starting salary range for the Fire Chief is up to \$110,000, depending on qualifications. Fringe benefits are generous.

HOW TO APPLY

Applicants should submit a cover letter, resume, and salary history for initial screening by September 8, 2006 to: **Tom D. Freijo, Ph.D., Senior Vice President, The Mercer Group, Inc., Freijo@Mercerfl.com P.O. Box 9328, Winter Haven, Florida 33883. TEL: (863) 299-3571 FAX: (863) 299-6737.** The City of Daytona Beach is an Equal Opportunity Employer.

Resumes in Florida become a matter of public record upon receipt.

