



FULL-TIME FIRE CHIEF

RANCHO ADOBE FIRE PROTECTION DISTRICT

The Community

The Rancho Adobe Fire Protection District is located 10 miles south of the City of Santa Rosa and 35 north of the Golden Gate Bridge in Sonoma County.

With more than 425 wineries, miles of rugged Pacific coastline, towering redwood forests, and its close proximity to San Francisco's Golden Gate Bridge, Sonoma County is a traveler's dream vacation spot in California. Sonoma County represents the best of Northern California — premium wine, farm-to-table dining, unique resorts and spas, and over 50 state and regional parks.

The City of Cotati has long been known as the "Hub of Sonoma County" and rich in culture, arts and fine dining. The City has a population of approximately 7800 residents. Cotati is surrounded by vineyard with parks and yearly festivals, the most well-known being the Accordion Festival held in August of each year. It is also home to Sonoma State University, which currently has a student enrollment of 8500. Within the campus of Sonoma State University sits The Green Music Center including the 1,400-seat Weill Hall, the intimate 240-seat Schroeder Hall with unique summertime concerts.

Penngrove is a small town of 2800 residents and a unique place to work and live, settled amongst beautiful rolling hills and vineyards. The town hosts a variety of events each year at the Penngrove Park, most notably the 4th of July Parade and BBQ, which draws a large crowd for a day of fun and celebration.



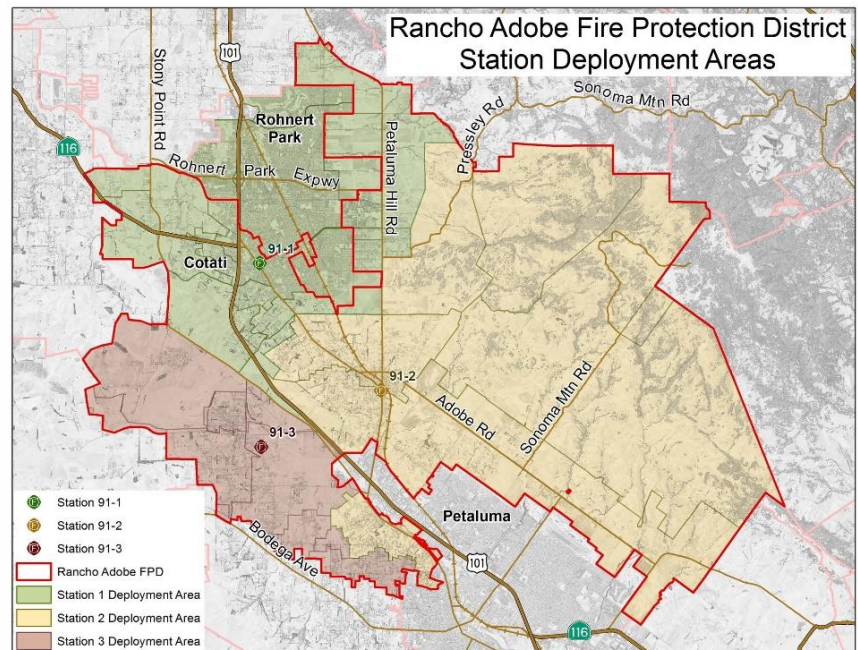
The District

Rancho Adobe Fire Protection District was established in 1993, by merging Cotati Fire Protection District and Penngrove Fire Protection District. The district's emergency response area is approximately 89 square miles, serving a population of 28,000 people. The District serves the town of Penngrove, the City of Cotati and surrounding unincorporated areas as well as services to Sonoma State University.



The District has is three engine companies staffed 24/7 with stations located in Cotati, Penngrove and the Liberty Valley of Petaluma. In 2021, the District responded to over 2800 calls for service. There are 25 full-time staff, 16 part-time firefighters/EMTs, three Battalion Chiefs, and one full-time Administrative Manager. The District is in the process of completing the hire of paramedics and obtaining certification for providing ALS engine coverage in the District.

Over the past 20 years the District has been served by historically by a part-time Fire Chief. With this brochure, we are soliciting responses for a full-time chief believing that the future of the District and services to the community will be better served by a full-time Chief of the District. A new Chief will take over the District when it is on the cusp of establishing paramedic engine staffing to the benefit of the community. Other challenges will include negotiations with Sonoma State University, maintaining relations with the neighboring Districts, Departments, and County, leading existing and newly promoted Battalion Chiefs into the future and as well as managing more than a \$7.3 M budget.



The District is governed by a Board of Directors elected for four-year terms. The Board presently has a mix of newer members as well as ones serving for more than 15 years. The Board is strongly supportive of District staff and services to the community. The District has a positive cash flow, reserves for planned and unplanned capital needs, five-year financial projections, and control over future CalPERS liabilities. In short, the ideal candidate will be joining the District on the verge of its increasing services to the community and supporting local Districts/Departments.

The Ideal Candidate

The ideal candidate will bring an extensive background in fire management and emergency services, an ability to relate effectively with firefighters, department staff, other districts, elected officials and the public. There should be a strong commitment to maintaining and enhancing the quality of services in the neighboring areas. The ideal candidate will also have strong communication skills, a personality which engenders leadership, and a clear sense of direction as to what needs to be done to take an effective department to higher levels of accomplishment.



The skills that a successful individual should possess include:

- **Active Leadership** – Leadership beyond the doors of the fire station and this leadership should be evident to the Fire District and the community. Participation in professional organizations like the Sonoma County Fire Chiefs Association, Sonoma County Fire District Association, CalChiefs, etc.
- **Good Judgment** – The ability to make decisions that are based on sound judgment.
- **Progressive View** – Ongoing awareness of progressive fire methods and practices, leading the district in applying effective, 21st century solutions.
- **Proactive Problem Solving** – Inspiring staff to solve problems and recommend actions designed to prevent problems from occurring rather than reacting to singular incidents.
- **Political astuteness** – Working closely with City Managers, County Administrators, City Councils, Fire Districts, and Volunteer Fire Districts; while remaining non-political.
- **Positive Staff Relations** – Establishing and maintaining a professional relationship with district employees, employee bargaining groups, other Fire Districts, Volunteer Districts, as well as staff from neighboring cities.
- **Fiscal Responsibility** – Demonstrated skills in budget management and implementation, the execution of financial goals, and the awareness of financial conditions within the district.

Minimum Qualifications

Education:

- Graduation from an accredited fire science program (Note: can be waived with commensurate experience demonstrating graduating responsibilities within a fire department)
- Associate or Bachelor's degree preferred

Experience:

- Increasing responsibilities within a fire department or district, reaching the level of Chief or Battalion Chief is preferred based upon department or district size
- Operational experience within a department or district preferred
- Work with a Board of Directors preferred

Compensation and Benefits

As an employee of the Rancho Adobe Fire Protection District, the salary range for this at-will position is \$170,000 - \$ 210,000 and is supplemented by the following benefits package that includes, but is not limited to:

Retirement: CalPERS 2.7% @ 57 ("New" Members) or 2% @ 50 ("Classic" Members)

Healthcare: Fully funded family medical (currently Kaiser H.S.A. \$0/\$2000 Plan with HSA funding to \$3,550/\$7,100), Vision, Dental, Life, and Long-Term Disability insurance.

Sick Leave: Accrued at 6 hours per pay period, no limit.

Vacation Leave: Accrued between 6 and 12 hours per pay period based upon years of service with the District. Vacation is capped at two and one-half times the annual accrual.

Holidays: Currently 14

Vehicle: District vehicle will be provided for business use

Application and Selection Process

The closing date for this recruitment is 5 p.m. on July 1, 2022. To be considered for this opportunity, send all application materials to:

Rancho Adobe Fire District
PO Box 1029
Penngrove, CA 94951
Attn: Jennifer Bechtold

Employment application located on our website:
www.rafd.org.

Following the closing date, resumes will be screened in relation to the criteria articulated in this brochure. The most highly qualified applicants will be contacted for interviews.

