

FIRE CHIEF

City of San José, CA





THE CITY

Known as the “Capital of Silicon Valley,” the City of San José plays a vital economic and cultural role anchoring the world’s leading region of innovation. Encompassing 178 square miles at the southern tip of the San Francisco Bay, San José is Northern California’s largest city and the 10th largest city in the nation. With more than one million residents, San José is one of the most diverse large cities in the United States. San José’s transformation into a global innovation center has resulted in one of the largest concentrations of technology companies and expertise in the world, including major tech headquarters like Cisco, Adobe, Samsung, and eBay as well as start-ups and advanced manufacturing.

San José’s quality of life is unsurpassed. Surrounded by the Diablo and Santa Cruz mountain ranges and enjoying an average of 300 days of sunshine a year, residents have easy access to the beaches along the California coast including Santa Cruz, Monterey, and Carmel; Yosemite and Lake Tahoe in the Sierra Nevada; local and Napa Valley wine country, and the rich cultural and recreational life of the entire Bay region.

San José has received accolades for its vibrant neighborhoods, healthy lifestyle, and diverse attractions from national media including Business Week and Money magazines. The downtown area is home to high-rise residential projects, theaters, museums, and diverse entertainment attractions such as live music, live theater, cafes, restaurants, and nightclubs. Inquiring minds are served by the Tech Museum of Innovation, the San José Museum of Art, and many local galleries and venues. Nineteen public school districts and over 300 private and parochial schools provide residents with a range of educational choices. Universities in and near the city include San José State University, Santa Clara University, Stanford University, and three University of California campuses.

In 2011, the City adopted *Envision San José 2040*, a long-term growth plan that sets forth a vision and a comprehensive road map to guide the City’s anticipated growth through the year 2040. The Plan proactively directs significant anticipated growth in new homes and workplaces into transit-accessible, infill growth areas and supports evolution toward a more urban landscape and lifestyle. The San José area is powered by one of the most highly educated and productive populations in America. More than 40% of the workforce has a bachelor’s degree or higher, compared with 25% nationally. Forty percent of San José residents are foreign born, and 50% speak a language other than English at home.

San José is proud of its rich cultural diversity and global connections, and the essential role the City plays in connecting residents and businesses to the nation and the world.

THE CITY GOVERNMENT

The City of San José is a full-service Charter City and operates under a Council-Manager form of government. The City Council consists of 10 council members elected by district and a mayor elected at large. The City Manager, who reports to the Council, and his executive team provide strategic leadership that supports the policy-making role of the Mayor and the City Council and motivates and challenges the organization to deliver high quality services that meet the community’s needs. Department heads, including the Fire Chief, are appointed by the City Manager with confirmation by the City Council. The City actively engages with members of the community through Council-appointed boards and commissions.

In addition to providing a full range of municipal services including police and fire, San José operates an airport, municipal water system, a regional wastewater treatment facility, some 200 neighborhood and regional parks, and a library system with 24 branches. The City also oversees convention, cultural, and hospitality facilities that include the San José McEnery Convention Center, Center for the Performing Arts, California Theater, Mexican Heritage Plaza, Dolce Hayes Mansion and Conference Center, and the SAP Center San José – home of the National Hockey League’s San José Sharks.

City operations are supported by 6,250 positions and a total budget of \$3.5 billion for the 2017-2018 fiscal year. San José is dedicated to maintaining the highest fiscal integrity and earning high credit ratings to ensure the consistent delivery of quality services to the community. Extensive information regarding San José can be found on the City’s website at www.sanjoseca.gov.

THE FIRE DEPARTMENT

The San José Fire Department (SJFD) is committed to serving the community by protecting life, property, and the environment through prevention and response. SJFD serves the city-proper and other Santa Clara County areas with a total population that exceeds one million. Responding to approximately 91,000 calls for service each year (from 33 Fire Stations), SJFD is a high-volume, high-performance, full-service fire department. In terms of critical infrastructure, SJFD is the emergency service provider for a number of high-hazard occupancies, including an international airport; a municipal airport; seven major hospitals (including three trauma centers, and seven emergency departments); the SAP Center, home of the NHL San José Sharks (maximum occupancy 17,500); San José State University (student population of 33,409); three super regional malls; 102 high-rise structures; and the United States Patent and Trademark Office.

The Department is organized across four Bureaus: Administrative Services, Field Operations, Fire Prevention & Permits and Fire Dispatch. The SJFD is staffed with 706 sworn positions and 118.5 civilian positions for a total of 824.5 employees. The Fire Department's 2017-2018 operating budget is \$241 million.

Sworn employees of the SJFD through the rank of Battalion Chief are represented by the International Association of Fire Fighters (IAFF), Local 230, other non-sworn employees are represented by the Municipal Employees Federation (MEF), AFSCME, Local No. 101 and International Union of Operating Engineers, Local #3 (OE#3). All employees below the Deputy Fire Chief positions are classified and are, therefore, part of the city's Civil Service System.

To learn more about the San José Fire Department, please visit their web site at www.sjfd.org.

THE POSITION

The next Fire Chief will continue to lead and support the SJFD through its Core Services and Strategic Support functions.

Emergency Response – Provide comprehensive life safety services to residents and visitors by responding to emergencies in San José's incorporated and the County of Santa Clara's unincorporated areas, totaling approximately 200 square miles. The current priority is to improve both fire and emergency medical service (EMS) response times to our community.

Fire Prevention – Educate the community to reduce injuries, loss of life, and property damage from fires and other accidents; investigate fire cause; and provide regulatory enforcement of fire and hazardous materials codes through inspection activities. The immediate focus is to study and potentially implement new inspection service delivery models.

Fire Safety Code Compliance – Minimize loss of life and property from fires and hazardous materials releases; provide on-site code inspections and code plan review services to the City of San José business community and residents in the San José service area, resulting in a fire- and chemical-safe environment. The Chief will work effectively with the Planning, Building, and Code Enforcement and Public Works Departments to ensure efficient and seamless service delivery to our community while maintaining compliance with all building and fire codes.

Strategic Support:

- Lead the evolving department into delivering a more efficient, modern, and multi-faceted service delivery program by introducing new innovative ways and streamlined processes into day-to-day operations (e.g., new EMS models).
- Manage and inspire the department's sworn and civilian personnel. Keep employees engaged and increase internal communication. Mentor and develop employees so they are prepared to and can take on increased responsibility.
- Build the next generation of SJFD firefighters. Focus on creative and innovative approaches to recruitment, retention, training, education and the transfer of institutional knowledge. As appropriate, encourage the transition of sworn personnel from the firehouse to leadership ranks and promote staff longevity in leadership roles.
- Balance the needs of the department with the needs of the City as a whole and work collaboratively to enhance service to the community.
- Be creative, innovative and proactive in identifying external funding sources to sustain the department's activities.
- Build partnerships and effective working relationships with business, community, and labor groups in order to improve operational efficiencies and meet the needs of the San José community.

THE IDEAL CANDIDATE

The City of San José seeks Fire Chief candidates who...

- Are proven leaders who enjoy working in a fast-paced, high profile and progressive environment, which is supported by collaboration, transparency, and ethics of the highest level.
- Can foster a progressive and diverse workforce, be supportive of staff and have a good sense of the morale and working environment.
- Have experience running or working with a subcontractor on an EMS system and can provide leadership, appreciation, and advocacy for innovation and technology to enhance services, operations and resource management to ensure the City is serving the community to its best ability.

- Are skilled at collaborating and communicating effectively with all levels of the organization and all elements of the community, including the media, in a straightforward and equitable basis, with sensitivity towards diverse organizational and community cultures.
- Is politically astute and capable of mediating concerns and political interests, and comfortable with significant and regular interaction with the Mayor and City Council members.
- Make strategic connections, and facilitate communication, understanding, and problem solving in community, political, and organizational contexts while being creative, detail oriented, and accountable.
- Have knowledge and understanding of labor relations, and familiarity with California employment practices and the Firefighter Procedural Bill of Rights.
- Can understand and respect established government processes, including accounting, budgeting, and hiring, while successfully leading and managing programs, projects and initiatives.

EDUCATION, CERTIFICATIONS AND EXPERIENCE

- Requires any combination of training and experience equivalent to a master's degree in public administration, business administration, or a discipline related to the business performed by the department, plus five (5) years of experience in a fire department administrative capacity equivalent to a Fire Battalion Chief in the San José Fire Department.
- Possession of a valid California driver's license.

COMPENSATION

The salary range for the Fire Chief is \$153,137 to \$239,350 per year, and is supplemented by a generous benefits package that includes but is not limited to:

- **Retirement** – Competitive defined benefit retirement plan with full reciprocity with CalPERS; defined contribution plan available as an option.
- **Health Insurance** – The City contributes 85% towards the premium of the lowest cost non-deductible plan. There are several plan options.
- **Dental Insurance** – The City contributes 100% of the premium of the lowest priced plan for dental coverage.
- **Personal Time** – Vacation is accrued initially at the rate of three weeks per year with amounts increasing up to five weeks after 15 years of service. Executive Leave of 40 hours is granted annually and depending upon success in the Management Performance Program could increase to up to 80 hours. Sick Leave is accrued at the rate of approximately 8 hours per month.
- **Holidays** – The City observes 14 paid holidays annually.
- **Deferred Compensation** – The City offers an optional 457 Plan.
- **Flexible Spending Accounts** – The City participates in Dependent Care Assistance and Medical Reimbursement Programs.
- **Insurance** – The City provides a term life policy equal to two times annual salary. Long-term disability and AD&D plans are optional.
- **Employee Assistance Program** – The City provides a comprehensive range of services through the EAP.
- **Vehicle Allowance** – The City provides a vehicle allowance of \$350 per month or a take home vehicle.

For more information on employee benefits, visit the City's benefits Website: <http://www.sanjoseca.gov/index.aspx?NID=707>.

HOW TO APPLY

Nationwide candidates are strongly encouraged to apply.

Please apply **on-line** by **May 30, 2018** at www.allianceRC.com.

For questions and inquiries, please contact:

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