BATTALION CHIEF

Recruitment Open Until Filled

THE POSITION:
Washington Township, Montgomery County, Ohio, is seeking ONE motivated and energetic individual for the position of Battalion Chief. Under general direction of the Deputy Fire Chief or Fire Chief, they will be responsible for supervision of EMS and fire companies, including daily operations, and management of assigned programs.

QUALIFICATIONS:
Associate’s Degree in Fire Science or related is required and must be supplemented with five (5) years of full-time experience in fire suppression and emergency medical services, including three (3) years of full-time experience in the position of lieutenant or higher. A Bachelor’s Degree is preferred.

In addition to the online application, you must attach the following materials in order for it to be considered a complete application: cover letter, resume, certifications, college degree and if applicable, a full copy of any military discharge paperwork.

Applicant must possess and attach current copies of the following certifications:

- Ohio Firefighter II
- Ohio EMT- Paramedic
- Ohio Fire Safety Inspector
- Hazardous Materials Operations
- Advanced Cardiac Life Support Provider
- Valid American Heart CPR Healthcare Provider Card
- Greater Miami Valley EMS Council Protocols
- NIMS ICS-100, ICS-200, ICS-700 and ICS-800 training certificates

The position of Battalion Chief must obtain a State of Ohio Fire or EMS Instructor certification and NIMS ICS-300 and ICS-400 within the first year of employment, and Chief Fire Officer designation through the Commission on Professional Credentialing within the first two years.

Must possess and maintain a valid driver’s license and remain insurable under the Township’s vehicle insurance plan.

(Fire Chief may waive certain requirements to ensure an adequate candidate pool.)

COMPENSATION & BENEFITS:
Salary range is $90,341 to $93,955, plus education and paramedic incentive and is a non-exempt, union position. Entry rate is contingent upon candidate’s experience, qualifications, and related skills, knowledge, and ability. Excellent benefits.

(Effective with the 7/1/19 contract).

APPOINTMENT PROCEDURE:
Selection process includes a review of all submitted materials. Appointment procedure may include written/video tests, assessment centers, interviews and polygraphs. Candidate will be required to complete a criminal and personal background check and a driver’s license review. Appointment procedure will be based on the number of qualified candidates. The process could include the creation of a list that would be valid for up to one year with the option to extend for two-six month periods.

An Equal Opportunity Employer
# 2020 Battalion Chief Process

## Interviews

Multiple interviews will be conducted. First interviews will be Monday, March 9 or Tuesday, March 10, 2020, with the top candidates advancing to the written test.

## Written Test

1. To be held on Tuesday, April 28, 2020, at 0800 hours. Expect the test to take about two hours.
2. Location will be at **8320 McEwen Road, Dayton, Ohio 45458**
3. The exam will consist of 100 questions (approximately 25 questions per book) from the following books:

   - Suburban Fire Tactics: by Jim Silvernail (Author). Questions may come from the entire book.

4. **Passing score of 70% is required** to move forward to the Assessment Center portion of the test. Additionally, only the top **nine** scores will move forward to the Assessment Center.

5. Once grading is completed the results will be available.
   - Candidates may review and protest questions from the test in the **training room** from 1200 hours until 1500 hours on April 28, 2020.
   - The protest period will end on April 28, 2020, at 1500 hours.

## Assessment Center

1. Will be held on Saturday, May 9, 2020, at 1000 hours, 8320 McEwen Road. The completion time will be approximately one hour. Candidates will be notified of the times they are to be present.
2. The following testing sections will be considered for the assessment center:

NOTE: Only **three** of the four exercises will be utilized.

a. **Oral Interview Exercise** – Provides the candidate with an opportunity to present background information supporting their belief that he or she is the best candidate for the position. This presentation typically will identify specific training or tools the candidate has which will help them perform in the position. Pre-identified management questions may be asked of each candidate to find the true profile of the candidate.

b. **Presentation Exercise** – Requires the candidate to take information provided by the examiner, as well as personal knowledge, to develop and verbally present the identified topic. This exercise evaluates the candidate’s corporate knowledge and oral presentation skills.

c. **Fact Finding Exercise (Diffusion)** - Provides some facts and information about an event or issue and then requires a decision or judgment to be made when all of the necessary facts are NOT known. This exercise is designed to measure the candidate’s independence, ability to resolve differences, and interpersonal relations in a conflict.

d. **Fire Scenario Exercise** – The candidate is given a video clip of a known or unknown structure within the district and an assignment as would be in a real situation. The candidate must give reasonable size-up and allocate initial resources to mitigate and control the situation. This exercise examines the candidate’s ability and experience to make rapid and confident decisions for initial fire ground operations and implementation of an incident action plan per NFPA 1021.

**Second Interviews**

For the candidates advancing from the assessment center, second interviews will be **Friday, May 15, 2020**.

**First Polygraph**

Week of May 18, 2020

**Final Interview**

Thursday, May 28, 2020
BATTALION CHIEF

Employment Status: Full
FLSA Status: Non-Exempt, Bargaining Unit
Reports To: Deputy Fire Chief or Fire Chief

Approved: September 1, 2010
Revised: June 6, 2019
Reviewed: June 6, 2019

JOB SUMMARY

Under general direction of Deputy Fire Chief or Fire Chief, is responsible for supervision of EMS and Fire Department companies for Washington Township.

REPRESENTATIVE LIST OF RESPONSIBILITIES

This list of responsibilities is representative and is not all-inclusive. Upon request, a reasonable accommodation will be made to enable a qualified individual with a disability to perform these responsibilities.

- Performs all physical and mental functions associated with fire suppression, EMS, fire prevention and station and equipment maintenance activities.
- Administers emergency aid to sick and injured persons including techniques to restore cardio-pulmonary functions.
- Uses equipment such as fire extinguishers, pry bars, hooks, ropes, aerial ladders, power tools and self-contained breathing apparatus.
- Coordinates and assists with budget request, makes major purchases, maintains inventory and procures supplies and equipment, as directed.
- Plans, coordinates and performs fire prevention and pre-fire planning inspections.
- Recommends and implements operational procedures and guidelines, as directed.
- Assists residents with questions or concerns relating to fire, EMS and rescue operations.
- Oversees the daily operations of the Fire Department, as directed.
- May act as Fire Department representative during Township EOC activation.
- Responds to fire and EMS alarms to direct and supervise fire companies in emergency operations.
- Oversees the maintenance, testing, inspection and upkeep of fire hydrants.
- Acts as Safety Officer during incidents, if necessary.
- May assume command duties on emergencies.
- Conducts fire incident investigations and prepares fire reports.
- Performs administrative staff activities such as preparation of memos, manuals and budget requests.
- Conducts safety education as assigned.
BATTALION CHIEF

REPRESENTATIVE LIST OF RESPONSIBILITIES (continued)

- Performs new employee orientation.
- Assigns and directs the work of Fire Department staff members. Required to assess individual skills and abilities of subordinate employees.
- Effectively plans, organizes, supervises and directs the work of subordinate employees in the fire department.
- Coordinates all activities between full-time, part-time and part-paid volunteer personnel.
- Reinforces policies and procedures through correct measures to include progressive discipline and education.
- Drives legally and safely under all emergency and non-emergency response conditions and operate all fire department vehicles, including ambulances, rescue trucks, pumpers and aerial ladders.
- Uses a personal computer and related software programs to create spreadsheets, reports and correspondence.
- Evaluates job performance of subordinate employees.
- Enforces the Township’s policies, procedures and work rules with subordinate employees. Makes effective recommendations on employee discipline, including warnings and suspension and participates in discharge decisions.
- Works in all weather conditions and in all terrain conditions.
- Provides excellent customer service.
- Ability to communicate, interact and maintain professional, efficient and effective working relationships.
- Handles confidential information appropriately.
- Understands and follows oral and written instructions.
- Reliability, which includes regular and predictable attendance, punctuality and timely and efficient completion of assigned duties.
- Promotes, gets along and works in a harmonious relationship with others.
- Attends meetings and trainings, as assigned.
- Other duties as required.
**REQUIRED EDUCATION AND EXPERIENCE**

- Associate’s degree in Fire Science or related field.
- Minimum of five (5) years full-time in fire suppression and emergency medical services with a minimum of three (3) years full-time in a supervisory role.
- Ohio Firefighter Level II certification.
- Ohio EMT-Paramedic certification.
- Ohio Fire Safety Inspector certification.
- Valid Advanced Cardiac Life Support (ACLS) certification.
- Valid American Heart Healthcare Provider CPR card.
- Ohio Fire or EMS Instructor certification within one (1) year of hire date.
- Successful completion of Montgomery County protocol testing within one (1) month of hire date.
- Other State and Federal certificates, as required.
- Any combination of training and experience which provides the necessary knowledge, skills and abilities.

**PREFERRED EDUCATION AND EXPERIENCE**

- Bachelor’s degree in Fire Science or related field.
- More than five (5) years full-time in fire suppression and emergency medical services with more than three (3) years full-time in a supervisory role.

**PREREQUISITE KNOWLEDGE, SKILLS AND ABILITIES**

An individual must possess the following knowledge, skills, and abilities before beginning employment:

- Associate’s degree in Fire Science or related field.
- Minimum of five (5) years full-time in fire suppression and emergency medical services with a minimum of three (3) years full-time in a supervisory role.
- Possess a valid Ohio Firefighter Level II certification.
- Possess a valid Ohio EMT-Paramedic certification.
- Possess a valid Advanced Cardiac Life Support (ACLS) certification.
- Possess a valid Ohio Fire Safety Inspector certification.
PREREQUISITE KNOWLEDGE, SKILLS AND ABILITIES (continued)

- Maintains a certificate under Montgomery County, Ohio protocols.
- Possess a valid Ohio Hazardous Materials Operations certification.
- Possess a valid American Heart Healthcare Provider CPR certification.
- Possess all Federal and State certifications, as required.
- Must acquire and maintain a State of Ohio Fire or EMS Instructor certification within one (1) year of hire date.
- Must have passed a written and physical testing as designated by the Township.
- Thorough knowledge of the principles, practices, methods and equipment employed in modern firefighting and the emergency medical services.
- Considerable knowledge of emergency medical service, fire hazards and fire prevention techniques.
- Demonstrated experience in assigning and directing work of subordinate staff members.
- Ability to effectively and professionally represent the Township while speaking before groups.
- Must meet knowledge and skill levels of NFPA 1021 “Standard for Fire Officer Professional Qualifications
- Operates a portable and mobile radio in order to direct fire and rescue activities from a fire ground command center.
- Proven ability to prepare and present effectively, oral and written informative communications relating to department activities.
- Exercises considerable independent judgment and discretion carrying out daily operations in support of the department.
- Must have the ability, under emergency and non-emergency response conditions, to legally and safely drive and operate all fire department vehicles, including EMS vehicles, rescue trucks, pumpers and aerial ladders.
- Ability to learn the geography of the Township, location of water mains, fire hydrants and major fire/life safety hazards within the Township.
- Considerable knowledge of the hazards and corresponding safety precautions necessary for the safe performance of assigned duties.
- Ability to work with peers and officers to enhance career development through education and training opportunities.
- Considerable knowledge of emergency first aid techniques and procedures.
- Ability to perform routine maintenance on fire equipment.
PREREQUISITE KNOWLEDGE, SKILLS AND ABILITIES (continued)

- Ability to make spontaneous, consistent, reasoned judgment concerning life and property under extremely stressful conditions, including situations of a life-threatening nature.
- Ability to perform complex mathematical computations related to the Fire Department.
- Reads, writes, understands and edits reports and correspondence.
- Excellent oral and written communication skills. Must be able to listen attentively, organize thoughts, speak and write clearly and comprehend written documents.
- Excellent self-discipline. Ability to work well without immediate supervision.
- Excellent judgment. Ability to make prompt and accurate decisions, as directed.
- Ability to comply with all Township and job specific safety requirements.
- Ability to work other than normal working hours as necessary.
- Must have a valid driver’s license and remain insurable, without penalty or surcharge, under the Township’s vehicle insurance plan.

DEMONSTRATED KNOWLEDGE, SKILLS AND ABILITIES

An individual must be able to demonstrate the following knowledge, skills, and abilities after training on the job.

- Associate’s degree in Fire Science or related field.
- Minimum of five (5) years full-time in fire suppression and emergency medical services with a minimum of three (3) years full-time in a supervisory role.
- Maintains an Ohio Firefighter II certification.
- Maintains an Ohio EMT-Paramedic certification.
- Maintains an Ohio Fire Safety Inspector certification.
- Maintains a valid Advanced Cardiac Life Support (ACLS) certification.
- Maintains a valid American Heart Healthcare Provider CPR certification.
- Must acquire and maintain a State of Ohio Fire or EMS Instructor certification within one (1) year of employment.
- Must have successfully completed Montgomery County, Ohio standing order testing for the current year.
- Maintains all Federal and State certificates as required.
**DEMONSTRATED KNOWLEDGE, SKILLS AND ABILITIES (continued)**

- Consistent ability to retain factual information regarding Township, county and state fire codes.
- Considerable knowledge of Township geography, including locations of major fire/life safety hazards including closest water source.
- Considerable knowledge of Emergency Operations Center and related procedures.
- Demonstrate knowledge of Township building, fire and related codes and laws.
- Strong ability to visually inspect buildings.
- Ability to develop lesson plans for the purpose of conducting trainings.
- Ability to comply with all Township and job specific safety requirements.
- Demonstrate leadership through professionalism and participation.
- Must successfully demonstrate the ability, under emergency and non-emergency response conditions, to legally and safely drive and operate all fire department vehicles, including EMS vehicles, rescue trucks, pumpers and aerial ladders.
- Considerable knowledge of the principles, practices, methods and equipment employed in modern firefighting and the emergency medical services.
- Must become a qualified driver/operator status for the Washington Township Fire Department within the first six (6) months of employment.
- Demonstrates the ability to differentiate normal conditions from a potentially hazardous environment.
- Demonstrates the ability to identify sick and injured patients.
- Demonstrates the ability to differentiate between safe and unsafe conditions.
- Demonstrates the ability to open and close valves.
- Demonstrates the ability to read and inspect gauges.
- Wears and effectively uses all protective firefighting gear, including service boots, self-contained breathing apparatus, protective head gear, and fire resistant hood, gloves, coats and pants while performing firefighting activities.
- Demonstrated and effective supervision of subordinate employees.
- Demonstrated ability to exercise considerable independent judgment and discretion in carrying out daily operations in support of the department.
- Be knowledgeable of and follow departmental policies and procedures.
- Any other skills, and abilities and knowledge required as the job changes.
**PHYSICAL REQUIREMENTS**

Upon request, a reasonable accommodation will be made to enable a qualified individual with a disability to perform these requirements.

- Uses fingers/hands/arms frequently.
- Lifts, carries and pushes up to 100 pounds.
- Occasional crawling, kneeling, bending and climbing, including stairs and ladders.
- Ability to reach over shoulders.
- Must have good eye sight and depth perception.
- Ability to work at a rapid pace.
- Ability to hear.
- Walking and standing on various surfaces including rough terrain, as required.
- Frequent sitting, as required.
- Ability to work in inclement weather.
- Moves about in close quarters and areas.
- Remains physically and mentally alert during prolonged periods of intense, sustained physical activity in difficult environments.
- Steps vertically three feet to enter a fire/EMS vehicle.
- Demonstrates the ability to maintain the strength and stamina required to operate pertinent tools and equipment.
- Grips, lifts, carries, loads and unloads from Fire Department vehicles all necessary Fire Department authorized equipment.
- Ability to climb to the top of an aerial ladder and back down.
- Bend, crouch, stoop, crawl, stretch and otherwise maneuver as necessary around numerous obstacles and tight spaces, as may be found in burning buildings or accident and emergency scenes, as well as training activities.
- Demonstrates the ability to off-load and maneuver 200 feet of 2 inch or 1 ¾ inch fire hose.
- Demonstrates the ability to maneuver, with assistance, 2 ⅞, 3 and 5 inch hose, as necessary.
- Raises a 24-foot extension ladder with help of one other person.
- Demonstrates the ability to drag 150 pounds while outfitted in full firefighting gear.
PHYSICAL REQUIREMENTS (continued)

- Demonstrates the ability to carry, with assistance, a minimum of 150 pounds over a flat surface as well as up or down an incline.
- Walks, runs, and jumps as needed to respond to emergency situations.
- Dresses in full firefighting gear within a designated time frame.
- Demonstrates the flexibility necessary to vertically step into a fire, EMS or rescue vehicle while dressed full firefighting gear.
- Possess sufficient dexterity to successfully perform all standard and recognized paramedic functions.
- Possess sufficient visual acuity in order to function optimally in dense smoke and darkness.
- Hears instructions and commands while wearing protective head gear at fire and emergency scenes and trainings.
- Follows a fire hose back to its source by relying on sense of touch.
- Detects body movement, temperature and deformity through sense of touch.
- Balances on many surfaces as may be encountered in the course of Firefighting/EMS rescue operations and fire safety inspections.
- Performs any and all Firefighting and/or EMS activities, including standing, in full firefighting gear, in all types of extreme weather conditions.
- Remains physically and mentally alert during prolonged periods of intense, sustained physical activity in difficult environments.
- Performs Rescue, EMS and/or Firefighting activities below ground, at extreme heights, or in close proximity to hazardous materials.
- Any other physical requirements as job changes.