**City of Kamiah Fire and Rescue**

**NOW HIRING – FIRE/EMS CHIEF**

**Kamiah Fire and Rescue is currently recruiting for the position of Fire/ EMS Chief. Pay is DOE and will remain open until filled.**

The Fire/EMS Chief is a salaried position with the City of Kamiah reporting to the Kamiah Mayor, Council and Board of Fire Commissioners. The work involves managing and supervising all the departmental administrative duties. The work involves the protection of life, environment and property from injury or damage by fire or other hazards with the City and Rural Districts, responding and assuming command at all local emergencies.

Required Qualifications:

* Shall maintain licensure in the State of Idaho.
* Shall maintain IFST Firefighter Essentials 1, Fire Officer II, NIMS, ICS 400, or above.
* Shall have a minimum of fifteen (15) years of accredited Fire /EMS education, training, or military service.
* Shall have a minimum of seven (7) years of specialized training in Fire Department operations, administration, supervisory, and incident command.
* Shall maintain Idaho Medical Technician Certificate or above, NREMT certificate or both
* Shall maintain a valid Idaho Driver’s License
* Shall maintain a clean driving record for the past ten (10) years.
* Shall reside within a five (5) mile radius of the EMS Building to respond to fire calls.
* Preferred completion and certification in Wildland Fire IC-4 or higher, Hazmat Operations or higher, ICC Fire Inspector 1 or higher, IFSTA Investigator or equivalent
* Preferred Idaho Fire and EMS Instructor or possess qualifications
* The District reserves the rights to determine equivalencies if any of the acceptable experience and training
* Shall pass drug test prior to hire date
* Shall pass background check prior to hire date

Job Duties

* Ensure safe and effective command during incident operations and fire calls.
* Ensure all KFRD personnel are properly trained for the duties they will perform.
* Review and approve City/District trainings and record keeping for Fire and EMS services, including but not limited to HAZMAT and extrication scenes, implementation of ICS parameters, maintenance of NIMS compliance, maintenance of the agency’s qualifications for grant funding at local, regional, state and Federal levels and all accepted firefighting practices.
* Maintain Certification records for the Department.
* Develop and implement a monthly and annual Fire/ EMS training calendar
* Oversee EMS Lead on managing the Idaho State Bridge/PERCS run reporting and IGEMS unit administrative system.
* Ensure all KFRD buildings, apparatus and equipment are properly maintained and documented.
* Work closely with the Board of Fire Commissioners, Mayor and City Councilmembers to develop annual budgets.
* Work closely with the Board of Fire Commissioners to develop and ensure policies are followed, reviewed, and updated as necessary.
* Oversee the completion of tracking and record keeping of incident and medical reports.
* Stay updated of and maintain compliance with all applicable local, State and Federal laws.
* Stay current with Fire Code duties, including reports, inspections, and plans.
* Complete fire investigations and reporting as required.
* Oversee and participate in the recruitment and retention of volunteer programs and staff to the Kamiah Fire Protection District for rural firefighters and Kamiah Mayor and City Council for city firefighters and EMS staff.
* Actively pursue available grants
* Communicate and work closely with other emergency agencies, local, State, Federal and Tribal officials as well as the public.
* Promote fire prevention and awareness through public education methods
* Prepare and present “Chief’s Reports” at monthly Board of Fire Commissioner’s and City Council meetings.
* Develop, implement, and maintain a system for the inventory of all fire equipment and supplies as well as work closely with the EMS Lead for the EMS Department.
* Maintain all State of Idaho compliance and licensing requirements for emergency transportation vehicles.
* Work with the EMS Lead to complete research and reports on all trends and statutory changes governing EMS certification, transportation, and training.
* Assist the EMS Lead in developing, implementing, and monitoring a master plan for delivery medical services based on established goals and objectives that assures provision of competent pre-hospital patient care.
* Work with the EMS Lead and EMS Medical Director to establish, implement, monitor and revise the use of system wide protocols, policies, and procedures for all patient care activities from dispatch through triage, treatment, transport, and/or non-transport.
* Attend all Fire and EMS meetings, seminars, and conferences when directed.
* Document all medical waste disposal.
* Other duties as assigned.

**Physical Requirements**

The physical requirements described here are **representative**, but not exclusive, of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to sit, stand, talk, walk and/or hear. The employee is occasionally required to use hands to handle or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 75 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. This individual will be required to be on-scene and respond to medical incidents. This individual shall be able to walk or climb (up or downhill), to any scene in which the EMS staff are directed. This individual will then also be able to perform the requisite medical evaluation and treatment.

**Please submit the following documents with your application:**  
CV/Resume, cover letter, and a list of three (3) professional references with contact information.

The City of Kamiah is an equal opportunity employer. Hiring is done without regard to race, color, national origin, sex, age, religion, socioeconomic status, sexual orientation, gender identity, disability, or any other applicable legally protected status. In addition, preference may be given to veterans who qualify under state and federal laws and regulations. If you need special accommodation for applying or interviewing, please notify human resources.