



Fire Chief

Lehi City, Utah





Lehi, Utah's Fire Chief position offers candidates the opportunity to further their career in a vibrant, dynamic community located in the heart of one of the fastest growing areas in the country.

The Community

Located at the heart of the Wasatch Front, Lehi is just 23 miles south of Salt Lake City and 12 miles north of Provo. Lehi covers a large geographic area, 26.6 square miles, and is only 35 percent built out. Lehi is one of the fastest growing cities in the country. The City is currently home to over 50,000 residents, with a population that has grown 150 percent since 2000 and an average of over 50 residential building permits issued each month.

Lehi is a beautiful place to live and work. Utah Lake is located just to the south, with the picturesque Jordan River running through the City on its way to emptying into the Great Salt Lake. Lehi is surrounded by the Wasatch Mountains on the east and the White Mountains and Oquirrh Mountains on the west. Lehi's beautiful surroundings provide easy access to hiking, mountain biking, fishing, camping, skiing, hunting, and many other outdoor activities.

In addition to its incredible outdoor opportunities, Lehi is also home to Thanksgiving Point, a unique destination providing entertainment options, botanical gardens, and commercial



business opportunities. The City is also home to a significant number of retail stores, restaurants, and primary employers. Lehi is a part of the Salt Lake City and Provo metropolitan areas, providing a close vicinity to high-end cultural activities, professional and collegiate sports, and internationally-recognized shopping and restaurants.

Lehi has quickly become one of the premier locations for primary employers in the intermountain west. As part of Utah's "Silicon Slopes," Lehi is home to Adobe, Microsoft, IM Flash, SirsiDynix, AtTask, Xactware, MoneyDesktop, and several other high-tech companies. Lehi is also home to large employers like Blender Bottle, Vivint, Xango, Young Living, and many others.

Lehi is not just a place for primary employers; the City is also has a diverse selection of retailers and restaurants. The Outlets at Traverse Mountain are home to over 50 high-end retailers including Columbia Sportswear, Eddie Bauer, Quicksilver, Oakley, and many others. Lehi also has many big box retailers including Cabela's, Costco, and Lowes, among others.



At the heart of the Wasatch Front, Lehi's location can support any type of lifestyle. Lehi is just a short 25 minute drive from downtown Salt Lake City, which provides a dynamic urban setting. If country living is what people are looking for, Lehi is just a 10 minute drive from beautiful farms and ranches with large lots for building a home. At its core, Lehi is a suburban community with scores of beautiful, new homes. With beautiful public parks, a full-service public recreation center, indoor and outdoor public pools, nine elementary schools, two junior high schools, and one high school (with a second one soon to be under construction) Lehi is an ideal place to raise a family.

The Organization

Lehi City has a six-member council form of government, with the elected leadership consisting of a mayor and five council members. The City Council is responsible for policy making and is vested with legislative authority. The Mayor is the chief executive officer of the City.

The City Administrator is responsible for carrying out the policies and ordinances of the city council, overseeing day-to-day operations of the City, and managing the directors of the City's several departments. The City has approximately 360 FTEs, and a total municipal budget of over \$120 million. The City provides a full range of services, including police and fire/EMS, streets and park maintenance, commercial and residential permitting and building inspection, and power and water utilities. Lehi also provides a wide variety of recreational and cultural programs including a library, senior center, recreation center, indoor and outdoor pools, museum, and a literacy center.

The Position

The Fire Chief reports directly to the City Administrator. The position directs and administers fire prevention, fire suppression, and emergency medical services. The Fire Chief also serves as a member of the senior leadership team, as well as the City's emergency manager.

The Fire Chief exercises supervision over the Fire Department, which includes approximately 43 FTEs and a budget totaling approximately \$4,000,000. The Fire Chief is responsible for assigning and evaluating work, establishing policies and regulations as necessary, and overseeing departmental training related to fire prevention, suppression, investigation, emergency medical response, equipment maintenance, hazardous materials handling, and emergency management.

The Fire Chief is also responsible for the direction of departmental emergency response and emergency medical program. He or she may respond to fires and perform as incident commander. The Fire Chief makes decisions concerning effective fire strategy, water source usage, overhaul, removal of property, and blockading streets or other entrances while a fire is in progress for the protection of life and property.

The Fire Chief is also responsible for developing city policy into action plans and strategies. The Fire Chief develops and/or approves changes in fire ordinances and codes, directs fire enforcement programs, and conducts public meetings or issues public notices to inform residents of fire hazards in the community.

Lehi City follows a team-centered management style that emphasizes ethics, integrity, high-quality staff work, timely service delivery, goal-driven results, staff development, dedication, and innovation. The Fire Chief provides leadership for the Fire Department and must be able to direct and supervise various levels of professional fire fighters, evaluate performance without partiality, and make quick and accurate decisions in emergency situations.

Qualifications

Qualified candidates must have graduated from an accredited college or university with a bachelor's degree in fire science, public administration, or a related field. A master's degree in a related field is preferred. Qualified candidates must have ten (10) years of progressively responsible experience in fire fighting experience, five (5) of which must have been in a supervisory capacity at a department of comparable size and complexity.

Additionally, qualified candidates must have extensive knowledge in the following areas:

- Principles and practices of fire prevention and suppression;
- Maintenance requirements and practices of fire fighting equipment and apparatus;
- Laws, ordinances, codes and regulations effecting goals, objectives, and department operation;
- Emergency medical practices and procedures;
- Emergency management practices and procedures;
- Firefighting techniques and equipment;
- Municipal budget development and preparation;
- Modern practices related to personnel training, management and motivation;
- Common fire and chemical hazards and related safety precautions.

Required knowledge, skills, and proficiencies include:

- Working knowledge of fire/arson investigation procedures;
- Ability to communicate effectively, both orally and in writing;
- Ability to establish and maintain effective working relationships with City officials, staff, and the public;
- Ability to make quick and accurate decisions in emergency situations;
- Ability to independently administer delegated areas of responsibility.

Special qualifications include:

- Must be able to obtain Utah State Firefighter I and II certification;
- Must be able to obtain Utah State Fire Officer I certifications;



Qualifications (cont.)

Special qualifications (cont.):

- NIMS certifications 100, 200, 300, 400, 700a, and 800b;
- Must be bondable;
- Must be able to obtain a valid Utah State Driver's License;
- Certification as Executive Fire Officer preferred;
- Must reside within Lehi City within 12 months of hire;

Compensation

The current annual salary for this position is \$83,554 to \$121,153 (Grade 23), with a starting range up to \$102,353, depending on the qualifications of the selected candidate. The City also provides competitive employee benefits including:

- Payment into the Utah Retirement System (or in a 457 deferred compensation plan, if eligible for exempt status from URS);
- Insurance coverage for employee and dependents, including medical, dental, and vision (City currently pays 100 percent of premiums);
- Employee group life insurance;
- 13 paid holidays;
- Vacation and sick leave;
- 4/10 work week.

How to Apply

Each applicant is required to turn in a Lehi City application, a letter of interest, copies of applicable certifications, and a separate resume by hard copy to:

Human Resources
153 North 100 East
Lehi, Utah 84043

Required application materials may also be submitted electronically to apply@lehi-ut.gov. Only applications that meet the requirements and qualifications listed above will be considered.

The selection schedule will proceed as follows:

- Application deadline: Wednesday, September 10, 2014
- Preliminary interviews: Wednesday, October 1, 2014
- Final interviews: Wednesday, October 22, 2014

These dates are confirmed, and it is recommended that applicants plan their calendars accordingly.

A complete list of essential functions and minimum requirements of this position, as well as required application forms, may be obtained from Human Resources by emailing apply@lehi-ut.gov or on the City's website (www.lehi-ut.gov). The City will provide reasonable accommodations for any applicant during the examination and selection process. Applicants with special needs may call (801) 768-7100, ext. 2265. Lehi City is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, gender, religion, age, or disability.

