



Fort Lupton Fire Protection District

1121 Denver Avenue • Fort Lupton, Colorado 80621

Office: (303)857-4603 • Fax: (303)857-6619 • Website: www.fortluptonfire.org

****POSITION ANNOUNCEMENT****

Training Captain

Application Period: July 31, 2024, to August 22, 2024

The Fort Lupton Fire Protection District is accepting applications for the position of TRAINING CAPTAIN. The Training Captain is responsible for all aspects of the day-to-day administration, operation, and supervision of the District's Training Division, including but not limited to, planning, coordinating, and implementing fire and emergency medical training of the District's volunteers and career staff. The position requires the Training Captain to frequently be on the Training Grounds to evaluate job performance of fire personnel and demonstrate proper techniques and best practices in the fire service. The Training Captain is expected to exercise discretion, rational decision making, and good judgment in all his/her duties, including creating, administering, managing, and budgeting for the District's training program, which is an essential component of the District's operations. The Training Captain's responsibilities include the coordination of training and continuing education in the areas of fire suppression, hazardous materials, emergency medical services, special rescue, fire prevention, public fire safety education, extrication, safety, interpersonal relations, customer service, and emergency vehicle operations. The Training Captain also shall oversee the operation and use of the District's training center and facilities. When necessary, the Training Captain may be required to direct the District's fire ground and emergency operations until the arrival of higher-ranking personnel.

The Training Captain reports to the Division Chief of Training and Operations or designee. At the present time the Training Captain reports to the Division Chief of Fire Prevention. A copy of the position description is available from the District's Administrative Office.

The Fort Lupton Fire Protection District provides all equipment and uniforms required for the position. Other benefits include FPPA Retirement, excellent health/vision/dental benefits for the employee (100% paid by the District) and family (family premium is paid 80% by the District), a life insurance policy, 457 matching 3% additional contribution by the District, short and long-term disability, weight room facilities, annual clothing allowance, outside training opportunities, tuition assistance/reimbursement, participation in the heart/cancer/mental health trust, and Employee Assistance Program.

Applicants must complete an application process that includes an assessment center, writing skills, oral communication skills, organizational skills, problem solving, and oral board interview. This process will include an interview with the Fire Chief. A conditional offer will be made which will become final upon successful completion of a background check, physical examination, District Physical Performance Assessment (PPA) or submission of current CPAT, and urine screen. The Fort Lupton Fire Protection District is an Equal Opportunity Employer.

Travel expenses for the assessment center will be the responsibility of the applicant.

SALARY RANGE: \$120,000.00 ANNUALLY To \$132,300.00 ANNUALLY

CAPT Grade I \$120,000.00

CAPT Grade II \$126,000.00

CAPT Grade III \$132,300.00

Minimum Qualifications and Certification Requirements:

1. Possess High School Diploma or G.E.D. (Associate Degree in Fire Science preferred).
2. Minimum of at least five years documented experience working in a combination volunteer/career Fire Department. Minimum three years documented experience as a Fire Department supervisor in a command role of Lieutenant or higher.
OR a combination of education, experience, certifications, and training that clearly demonstrates the ability to perform the essential functions of the position.
3. Possess and/or ability to obtain a valid Colorado Driver's License with an acceptable driving record.
4. Must be at least 21 years of age at the time of appointment to this rank.
5. Possess demographic and operational knowledge of the District.
6. Successfully meet all requirements for the position upon conditional offer of employment, including, but not limited to, a drug and alcohol test, PPA/Current CPAT, reference, and background check.
7. Must possess current State of Colorado/IFSAC Firefighter II certification at the time of appointment to the position.
8. Possess and/or ability to obtain State of Colorado/IFSAC Fire Officer I within 12 months of hire.
9. Current Colorado State/IFSAC Fire Instructor I.
10. Must possess current State of Colorado/IFSAC Hazardous Materials Operations certification at the time of appointment to the position.
11. Current State of Colorado Proctor Certification or ability to obtain within 12 months of hire.
12. Possess and/or ability to obtain and maintain State of Colorado/IFSAC Live Fire Training Evolutions Fixed Facility Instructor I or ability to obtain within 12 months of hire.
13. Possess and/or ability to obtain and maintain current State of Colorado Proctor Certification within 12 months of hire.
14. Current National Registry/State of Colorado Emergency Medical Technician-B.
15. NIMS 100/200/300/400/700/800 preferred. Completion of NIMS 300/400 within one year of hire or promotion to the position.
16. Possess, maintain, or the ability to obtain a valid CPR card. CPR Instructor card required within 12 months of hire.
17. Ability to use VCR, slide projectors, computers, sound systems and other audio-visual devices to present training materials.

Please include the following in your application packet (If you fail to include any of the documents, your application packet will not be considered. Incomplete or late submissions will not be considered):

1. Application.
2. Cover Letter.
3. Current Résumé.
4. Copy of High School Diploma/GED or College Degree.
5. Copy of State of Colorado Firefighter II Certification.
6. Copy of State of Colorado Fire Instructor I Certification.
7. Copy of State of Colorado/IFSAC Hazardous Materials Operations Certification.
8. Copy of current National Registry/State of Colorado Emergency Medical Technician-B.
9. Copies of other certifications specifically related to the duties, requirements, or qualifications of this position.

Tentative Schedule for the Process:

All candidates must be available for this assessment process on the scheduled dates. **Note: The dates are tentative and subject to change based upon the needs of the organization..

1. Successfully complete the Training Captain Assessment Center process, including but not limited to the following:
 - a. Submit District Application, Résumé, and Cover letter (Must be received by the close of business no later than August 22, 2024, 4:00 PM).
 - b. Applicants contacted for Assessment Center (Week of August 26, 2024)
 - c. Applicant Assessment Center in Fort Lupton, CO, and Fire Chief Interview (Tentatively scheduled for the week of September 9, 2024).
 - d. Tentative Start Date: October 9, 2024.
2. Successfully pass a background investigation.
3. Successfully complete a physical examination and urine screen after a conditional offer of employment.
4. Successfully complete a one (1) year probationary period.

The District reserves the right to not accept any of the applicants at its sole discretion, or to terminate or change the dates of the application process at any time, in its sole discretion. The District also has the right to modify, reduce, or increase the application/examination requirements at any time in its sole discretion.

For additional information visit:

Fort Lupton Fire Protection District www.fortluptonfire.org

To apply, **(1)** Submit a Fire District Application **(2)** Submit letter of intent thoroughly detailing your interest in the position and your specific qualifications for the position as listed in the job description. **(3)** Please submit with your application packet current copies of only those certifications required for the position. **(4)** Also, submit a current Résumé that demonstrates that the candidate meets all the minimum requirements of the required certifications and qualifications to the Fort Lupton Fire Protection District Office 1121 Denver Avenue Fort Lupton, CO 80621. Applications are also available on the web at the address below. Fire Chief Phil Tiffany must receive the packet no later than no later than 4:00 p.m., Thursday, August 22, 2024.

Fort Lupton Fire Protection District
Attn: Phil Tiffany, Fire Chief
1121 Denver Avenue
Fort Lupton, CO 80621

Note: Late and incomplete information will not be considered. The dates are tentative and subject to change based upon the needs of the organization.

For questions or additional information, please call 303-857-4603.

For additional information visit:

[Fort Lupton Fire Protection District Web Site](#)
[FACEBOOK PAGE](#)