



## *Fort Lupton Fire Protection District*

*1121 Denver Avenue • Fort Lupton, Colorado 80621*

*Office: (303)857-4603 • Fax: (303)857-6619 • Website: [www.fortluptonfire.org](http://www.fortluptonfire.org)*

### **\*\*POSITION ANNOUNCEMENT\*\***

#### **Fort Lupton Fire Protection District Battalion Chief**

The District may develop an eligibility list valid for one year and hire additional positions from this process in the future based upon the needs and requirements of the District as determined by the Fire Chief.

**Posted: December 9, 2022**

**Closes: December 30, 2022, 12:00 PM MST**

The Fort Lupton Fire Protection District is accepting resumes for the position of BATTALION CHIEF. The position is considered “at will” and salary exempt, which means the District may terminate the employment relationship at any time and for no reason, subject only to the requirements of Federal and State law. Similarly, the employee may terminate the employment relationship without notice at any time for no reason. The BATTALION CHIEF currently works a 48/96 schedule but may be subject to working a combination of 24-hour shifts, and additional hours as needed to satisfactorily perform the duties of the position.

**Summary of Position:** The BATTALION CHIEF is responsible for all aspects of the day-to-day administration, operation and supervision of the District’s Daily Shift Operations, including but not limited to, assisting the Fire Chief and Fire Marshal in planning, coordinating, and implementing daily shift functions, pre-fire planning, maintenance, inspections, fire prevention, administrative functions, structural safety, rescue operations, fire suppression response, medical response, and fire/medical training of the District’s volunteers and career staff. The BATTALION CHIEF is expected to exercise discretion and independent judgment in all his/her duties, including, administering, managing, and overseeing the budget, stations, training, administrative duties, station, and personnel management, which are an essential component of the District’s operations. The BATTALION CHIEF’s responsibilities include the coordination and delivery of quality 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. A primary duty of the BATTALION CHIEF will require him/her to direct the District’s fire ground and complex emergency operations.

**Chain of Command:** The BATTALION CHIEF reports directly to the Fire Chief.

**Supervision Exercised:** The SHIFT BATTALION CHIEF shall supervise Captains, Lieutenants, Firefighters, and all personnel of lower rank. A primary duty of the SHIFT BATTALION CHIEF will require him/her to direct the District’s fire ground and complex emergency operations.

Applicants must pass an assessment process that may include a video-based test, written skills, oral communication skills, leadership skills, presentation skills, role play, administrative skills, organizational skills, problem solving, management skills, oral board interview, and physical agility assessment. The last step will include an interview with the Fire Chief. A conditional offer will be subject to successful completion of a background check, physical, and urine screen. The Fort Lupton Fire Protection District is an Equal Opportunity Employer.

**SALARY RANGE: \$116,630.00 ANNUALLY To \$141,764.50 ANNUALLY**

<b>BATTALION CHIEF Grade I</b>	<b>\$116,630.00</b>
<b>BATTALION CHIEF Grade II</b>	<b>\$122,461.50</b>
<b>BATTALION CHIEF Grade III</b>	<b>\$128,584.58</b>
<b>BATTALION CHIEF Grade IV</b>	<b>\$135,013.81</b>
<b>BATTALION CHIEF Grade V</b>	<b>\$141,764.50</b>

Plus, an excellent benefit package and FPPA Retirement Plan. The starting salary is \$116,630.00. This is a Full Time; FLSA Exempt position.

**Minimum Qualifications and Required Certifications:**

1. Minimum of at least five years documented experience working in a combination Fire Department and in the delivery of emergency medical services.
2. Minimum three years documented experience as a Fire Department supervisor in a command role of Lieutenant/Captain or higher position.
3. Satisfactorily complete the firefighter screening process, including but not limited to the following:
  - a. Departmental Physical Performance Assessment (PPA). We will accept a valid CPAT in lieu of our PPA Test. The CPAT Certificate must be valid through February 28, 2023.
  - b. Applicant Panel Interview and Assessment Center.
  - c. Satisfactorily complete a one (1) year probationary period.
4. Prior training classes in leadership or Company Officer level courses.
5. Possess and/or ability to obtain a valid Colorado Driver's License with a satisfactory driving record.
6. Successfully pass a background investigation after a conditional offer of employment.
7. Successfully complete a physical examination and urine screen after a conditional offer of employment.
8. Must be at least 21 years of age at the time of appointment to this rank.
9. Demographic and operational knowledge of the Fire District.
10. Or, a combination of education, experience, certifications, and training which clearly demonstrates the candidate's ability to perform the essential functions of the position.

**The BATTALION CHIEF shall possess and maintain the following:**

1. Valid Colorado Driver's License with a satisfactory driving record.
2. Possess a minimum of High School Diploma or GED. Bachelor's Degree is preferred.
3. Current Colorado State/IFSAC Fire Instructor I or higher. Fire Instructor II preferred.
4. Current Colorado State/IFSAC Fire Officer I or higher. Fire Officer II preferred.
5. Current State of Colorado/National Registry Emergency Medical Technician-B.
6. Current Colorado State/IFSAC Hazardous Materials Operations Certification or higher. Hazardous Material Technician preferred.
7. National Fire Academy Managing Officer or Executive Fire Officer Program preferred.
8. NIMS 100/200/300/400/700/800.
9. Valid CPR card or ability to obtain within 12 months of hire.

**The District reserves the right to not accept any of the applicants, to terminate the application process at any time, or to modify, reduce, or increase the application/examination requirements at any time, in its sole discretion, subject to applicable law. Employee benefits are also subject to change at the District's discretion, and in accordance with applicable law.**

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 Friday, December 30, 2022, 12:00 PM MST.

To apply, obtain, and return the application in person they are available at:

Fort Lupton Fire Protection District Administrative Office  
1121 Denver Avenue  
Fort Lupton, CO 80621

<https://fortluptonfire.org/employment/>

To return the application by Mail:

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

To return the application electronically:

**Submit ONE PDF with all attachments to:** [ptiffany@ftluptonfire.com](mailto:ptiffany@ftluptonfire.com)

(It is the applicant's responsibility to verify that your application packet has been received.)

Applications are also available on the web at the Fort Lupton Fire Protection District address below. Click on "EMPLOYMENT Quick Link" tab, complete the BATTALION CHIEF application packet.

For additional information visit:

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

[FACEBOOK PAGE](#)