

# FIRE BATTALION CHIEF

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Position Code: 2601

WC Code: 7710

FLSA Status: Non-Exempt

Pay Grade: 358

Location: Fire

Approval Date: 2017

## **General Statement of Duties**

Performs difficult protective service and intermediate administrative work supervising the activities of fire suppression forces on an assigned shift with as assigned district.

## **Distinguishing Features of the Class**

An employee in this class coordinates, supervises and directs 24-hour operations of fire suppression activities of assigned district and is subject to call back response. The employee responds to multi-company fire alarms and determines the necessity of additional firefighting companies. Other duties include directing the activities within the fire district in the training in all phases of firefighting and rescue. Work requires that the employee stay abreast of state-of-the-art fire and rescue procedures, techniques, and equipment and requires the employee to incorporate the necessary changes into in-service training. Considerable independence, judgment, and ability to make effective decisions under pressure is required in all aspects of work. The employee is subject to the hazards associated with firefighting and rescue work including working in inside and outside environments, working at heights, in extreme hot and cold temperatures, loud noise, vibration, moving parts, electrical current, high heat, chemicals, fumes, odors, dusts gases, poor ventilation, oils, wearing respirators, and working in close quarters. Employees are also subject to the final OSHA standards on blood borne pathogens. Work is performed under the general supervision and is evaluated through observation, conferences, and written reports concerning the quality and effectiveness of fire calls completed.

## **Duties and Responsibilities**

Assists in planning and directing the activities to the fire companies.

Responds to alarms and directs firefighting operations of all fire companies at the scene.

Ensures the proper condition and appearance of equipment, substations and personnel.

Supervises and review job performance evaluations for all personnel with the district.

Helps plan and develop improved operating methods and procedures.

Assigns engine companies to tasks and activities.

Prepares schedules and maintain records for assigned personnel.

Prepares reports as required.

Recommends changes in response patterns and running codes.

Assists in administering training programs/activities as prescribed by the training officer.

Performs related tasks as required.

## **Recruitment and Selection Guidelines**

### **Knowledge Skills and Abilities**

Thorough knowledge of the principles and practices of fire suppression and prevention.

Thorough knowledge of departmental rules and regulations;

Thorough knowledge of the physical layout of the Town and related facilities.

Thorough knowledge in operation and maintenance of apparatus and equipment.

Thorough knowledge of supervisory principles and practices

Ability to program activities and implement same.

Ability to establish and maintain effective working relationships with superiors.

Ability to effectively supervise others at fire scenes and other emergencies.

Ability to provide coaching, technical advice, and training of employees.

Ability to make sound judgments in emergency situations.

Ability to maintain physical fitness standards as required to perform assigned work.

### **Physical Requirements**

Must be able to physically perform the basic life functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, pushing, pulling, lifting, grasping, feeling, walking, talking, and hearing.

Must be able to perform heavy work exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

Must possess visual acuity to size up the color, volume, and extent of fire involvement in structures, to operate heavy fire apparatus in emergency situations, and to prepare manual and computerized records and reports.

### **Minimum Education and Experience**

Graduation from a community college with a degree in fire science or related field and five to seven years of experience in fire suppression including considerable supervisory experience; or an equivalent combination of education and experience.

### **Special Requirements**

Possession of valid North Carolina Class B driver's license.

Possession of a North Carolina Firefighter II Certification.

Possession of North Carolina Emergency Medical Technician or higher.

Possession of North Carolina Fire Inspector Level I certification

Possession of NIMS 100,200,300,700,800 certifications.

Possession of Emergency Vehicle Driver certification.

Possession of a North Carolina Driver/Operator certification.

Possession of a North Carolina Aerial certification.

Possession of a North Carolina General Instructor Level II certification.

Ability to obtain North Carolina Fire Officer II certification within one year of appointment.

Ability to obtain NIMS 400 certification within one year of appointment.

Possession of a Haz-Mat Technician Certification.

The employee is encouraged to participate in a professional development program that may include any of the following:

- University of North Carolina School of Government courses including budgeting and financial planning and/or municipal administration.

- North Carolina Association of Fire Chief's Executive Development Program
- National Fire Academy Information and Planning Curriculum
- National Fire Academy Executive Fire Officer Program
- University of North Carolina School of Public Health, Community Preparedness and Disaster Management Certificate
- North Carolina State University, Construction Project Management