



DIVISION CHIEF RECRUITMENT

This Recruitment Profile provides background information on the community and the Battlefield Fire Protection District. It specifically outlines factors of qualification and experience identified as necessary and desirable for candidates for the Division Chief position.

This profile will be used as a guide in the recruitment process, providing specific criteria by which applications will be screened and individuals selected for final interview and appointment consideration.

Candidates must submit application packets by 5PM on Wednesday, June 17th, 2020. Packets are limited to a cover letter, resume, supporting certifications, and response to the pre-interview discussion questions.

Application packets must be addressed to:

Battlefield Fire Protection District
ATTN: Division Chief Application Process
4117 W. 2nd St
Battlefield, Mo 65619

Questions can be directed to Fire Chief Scott Moore at (417) 881-9018 or at smoore@battlefieldfire.com

Thank you in advance for your interest.



“WE SERVE”

“COMMUNITY
ORIENTED”

“NOT JUST CO-
WORKERS, BUT
FAMILY”

“SERVICE TO THE
HIGHEST
STANDARD”

**BATTLEFIELD FIRE
PROTECTION
DISTRICT**

4117 W. Second Street
Battlefield, Mo. 65619
417-881-9018

Battlefieldfire.com

OUR COMMUNITY

The Battlefield Fire Protection District is a political subdivision established in 1985 pursuant to RSMo Chapter 321. We are located in Greene County, in Southwest Missouri, protecting a portion of the outskirts of Springfield in the Metropolitan Statistical Area. The District protects a largely residential area with addresses in Republic, Springfield, Ozark, & Nixa. The District also protects the entire City of Battlefield.

As of 2018, the U.S. Census estimates the City of Battlefield's population is the third largest in the county at 6,267 residents. This number continues to grow every day. This area has experienced explosive growth and continues to be a thriving community. According to the Missouri Office of Administration, Greene County is projected to be the third fastest growing county in the state over the next thirteen years. According to that study, we anticipate nearly 80,000 additional residents to move to Greene County and surrounding area.

Our fire district protects five public elementary schools and one middle school in the Springfield Public School District (Springfield R-12), which is Missouri's largest fully accredited school system. Because of our location, we also have residents whose children attend Springfield, Republic, or Nixa school districts. The James River and Schoolcraft expressways provide direct access to our district, along with US Highway 160. Giving our residents and visitors direct access to Branson and the Tri-Lakes area.

Our District derived its name from the Wilson's Creek National Battlefield, which is just west of the district boundary. This park preserves the site of the Battle of Wilson's Creek, fought on August 10, 1861. This battle was the first major engagement of forces west of the Mississippi at the onset of the Civil War.

Because of our population, and its diversity, the demographics of our area residents range from the poverty stricken and destitute to the very wealthy and affluent. With that, comes an assortment of cultures offering a big city variety with a small-town feel. With quick access to several cities in the area, our residents enjoy their quiet neighborhoods with all their amenities just a short drive away. Our community's conservative identity is ever present with churches from all faiths seen on every major roadway and side street.

Our residents enjoy a relatively low cost of living, especially for the opportunities which surround us. Missouri is ranked sixth out of the top ten states with the lowest cost of living in the nation. The Springfield Metropolitan Statistical Area has an even lower cost of living, falling below our state average in almost every category. Even with our low cost of living, our area remains competitive in wages in comparison with much larger markets. The average wage of workers in Greene County exceeds that of any other adjacent county. All these criteria further explain why our area attracts and retains residents who move here from across the country.

As previously mentioned, the Battlefield Fire Protection District is located along the southwest edge of Springfield, Missouri. The District covers approximately 32 square miles of mostly residential housing. As of 2017, an estimated population of the District is 75,000 to 80,000 residents.

OUR FIRE DISTRICT

The District operates from four fire stations, three of which have 24-hour career staffing. We currently employ 39 career fire suppression line staff, 2 reserve firefighters, a full-time mechanic, and a full-time administrative secretary. We have a diverse training center and are recognized by the state as a certified training facility. We host many courses and classes of various facets including an Emergency Medical Technician-Basic course taught twice annually. We are also a training/testing site for our local technical college's Fire Science program. The District received an ISO rating of 2 and are set for re-evaluation this year. The Greene County / Springfield 9-1-1 center and our two supporting public water companies created improvements in their services to assist in this rating.

Annually, our personnel respond to more than 3,000 calls for assistance. On average, 60% or more of those responses are calls for medical assistance. Along with BLS medical response, we provide fire suppression, vehicle rescue, environmental protection, and technical rescue responses. With our proximity to large rivers, local lakes, and areas prone to flooding, we also house one of the area's three swift water rescue teams.

From the four stations, we respond a full complement of apparatus. Currently, the district has three frontline pumpers, two reserve pumpers, one aerial apparatus, one rescue, one water tender, one shift commander SUV, 4 Staff/Command vehicles, and two ancillary SUV's. Also, our department mechanic is provided with a pick-up which serves as his transportation and doubles as our snowplow for district properties.

Each of our facilities have been remodeled or rebuilt to accommodate the needs of our growing number of staff. Our Station #1 was built in 2004 to replace the old building which was destroyed by a tornado in May of 2003. Station #2 was remodeled in 2011 to create bedrooms for future career staff and accommodate a resident firefighter program. Station #3 was rebuilt from scratch to allow for more bedrooms and accommodate larger apparatus and more career staff. Our Station #4 was remodeled in 2018 adding individual bunk space and a pull through bay.

Funded by a property tax, our revenue for 2020 is expected to be more than \$3.5 million. This revenue provides us with a lean approach for planning for expected capital improvements and apparatus acquisitions necessary to complete our mission, while balancing rising operating and personnel costs. Our operating budget provides cost effective & efficient fire, rescue, and environmental protection services, along with other necessary emergency services essential to the health, safety, and well-being of our community.

ISO CLASS 2

FISCALLY SOLVENT

**RAPIDLY GROWING
COMMUNITY**

**REGIONAL RESPONSE
CAPABILITIES**

**MUTUAL AID
COORDINATION**

**ASSOCIATION
INVOLVEMENT**



Currently, our district operates in three areas: Operations, Training & Support Services. The Operations Section is the largest area and is administrated by the Deputy Chief. This section is responsible for emergency services and the equipment and personnel charged with carrying out those services. The Operations Section administrator supervises our three shift commanders holding the title of Battalion Chief. Along with other duties, each Battalion Chief is responsible for their respective shifts who work their rotating 48/96 work schedule.

The Training and Support Service Divisions will be led by two Division Chiefs. These divisions will be responsible for administrating the District's community risk and training programs. Each will assist with administrative functions associated to their division.



WHAT IT TAKES

We are looking for two people to fulfill the office of Division Chief. The ideal candidates should have a proven successful background in public safety with increasingly responsible supervisory and managerial experience in a command capacity. Candidates should not be “tradition bound” but fire service professionals who have the experience and reputation for being innovators and capable “change agents” using forward looking approaches in providing fire and emergency medical services in the protection of life and property for the community. They should have sufficient experience and ability to accurately evaluate operational performance, adequacy of programs, and appropriateness of organizational structure toward superior performance of the District’s mission. They should have experience in developing positive, cooperative, and supportive relationships with other public safety organizations. Experience in preparing and controlling budgets and have a background in cost-effective administration of human resources, capital assets, and financial resources is a must. He/she should have experience in long-range planning and the establishment and implementation of goals and objectives. Having demonstrated ability to work effectively with elected or appointed officials and members of the public is also a must.

The applicant shall have no less than five (5) years of fire service experience with a minimum of three (3) years’ experience at a supervisor level in training, fire prevention and/or fire suppression. It is the intent of the District that the Division Chiefs reside within fifteen (15) minutes of the District’s boundary.

Competitive salary and benefits package to include, but not limited to: Provided Health, Dental, Vision, & Life Insurance for employees; Missouri LAGERS Contributory Pension; Provided staff vehicle; 457B Retirement Plan is also optional. Annual Salary \$52,000 - \$60,000 DOQ

Battlefield Fire Protection District

Division Chief Applicant Questionnaire

Each applicant must submit typed responses to all five (5) questions along with a cover letter and resume as part of the application process. Cover letters should include a specific Division in which the candidate has expressed interest in. Ideally, the responses should not exceed four (4) pages in length. The answers will be reviewed based on the following criteria:

- All questions fully answered with clarity, cohesiveness, and credible content.
 - Correct grammar, punctuation, and spelling.
 - Appropriate vocabulary.
 - Logical structure and transitions.
 - Sequence of concepts, ideas, and thoughts.
 - Ability to elaborate.
 - Use of actual experience.
1. Describe your experience developing, maintaining, and evaluating organizational programs with measured performance criteria.
 2. Describe your approach in being part of a command staff or management team that is driving an important change.
 3. Describe your philosophy and approach, using your specific perceived qualities, on how you contribute toward a strong team environment and motivate your personnel to perform at their highest levels.
 4. Describe your most effective communication skills and provide an example of a time when you were able to successfully communicate with another person, even when that individual had a differing opinion.
 5. The Battlefield Fire Protection District is part of the Springfield Metropolitan Statistical Area (SMSA). As a partnering agency within this area, and the State of Missouri, describe how you would collaborate with multiple organizations and agencies to carry out the mission of the District.