



MENOMONEE FALLS, WI

FIRE CHIEF



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MENOMONEE FALLS, WI

FIRE CHIEF

THE POSITION IN BRIEF

The Fire Chief is the executive in charge of overseeing the Village's fire department. The Chief works closely with the Village's Police and Fire Commission, Village President and Board of Trustees, Village Manager, and other community stakeholders to ensure the professional deployment of fire, EMS, and Community Risk Reduction services. The Fire department staff consists of the Chief, (3) Deputy Chiefs (Administrative, Operations, EMS/Training), (5) Battalion Chiefs, (6) Lieutenants and (15) Full and PT Firefighter/EMT's and Paramedics and Officer Coordinator, Clerk, Chaplain, (49) PT Lieutenants/Firefighter EMT's and EMT's, and (9) part-time Inspectors. The full-time personnel are members of IAFF Local 3879. Currently full-time personnel work a three-shift schedule on a 24/24 rotation with four day off period. The Fire Department's FY 2022 budget was just under \$6 million. The department has an ISO - 3 fire insurance rating. The current chief is leaving having been offered a position with a fire department in California.





THE COMMUNITY

The Village of Menomonee Falls (pop. 39,213) offers small-town charm while providing outstanding amenities and convenient access to the Milwaukee region. Menomonee Falls was settled in the 1800's and is in northeast Waukesha County with a total land area of nearly 33 square miles and is in Waukesha County Wisconsin. It is the most populous Village in the state. The Village's high quality of life is rooted in its thriving local economy, wide variety of housing choices, safe neighborhoods, beautiful natural environment, high performing school districts, rich history, and effective local services. Menomonee Falls has a governing body consisting of a Board President and six-member Board of Trustees. In 2020 it was listed as the 15th Best Place to Live in America by Money Magazine. It was listed as a Top 50 Best Small City in America by Wallethub in 2022. And it was the Safest City in Wisconsin with a population over 25,000 according to US News and World Report in 2022.

The [downtown business district](#) serves as the historic and cultural heart of the community. Festivals, seasonal markets, parades, sporting events, and performances by local fine arts and theatrical arts groups punctuate the Village's calendar and support a keen sense of community in Menomonee Falls. Unemployment is exceptionally low, making it an extremely healthy community economically.

A SNAPSHOT OF MENOMONEE FALLS DEMOGRAPHICS AND AMENITIES (CENSUS.GOV):

- Median age **43.8**
- White **86.1%**, African American **4.3%**, Hispanic/Latino **4.7%**, Asian **4.4%**, American Indian **.2%**
- Median household income **\$90,636**
- Median value of a Menomonee Falls home **\$275,300**
- **2** exceptional School Districts serve the community. [Menomonee Falls High School](#) is rated by the Wisconsin Department of Public Instruction as one of the "Top School Districts" in 2018", with their leadership receiving numerous awards in recent years. [Hamilton School District](#) providing education for K – 12 received the 5-Star "Significantly Exceeds Expectations" from the Wisconsin School Report Card. Private schools include St. Mary's Catholic School, Calvary Baptist School, Grace Lutheran School, Bethlehem Lutheran School and Zion Lutheran School and Aquinas Academy.
- There are **114** colleges within 100 miles of Menomonee Falls, including the [University of Wisconsin – Milwaukee](#), [Marquette University](#), [Concordia University Wisconsin](#) and [Mount Mary University](#)
- The Village borders Milwaukee to the west and features [Old Falls Village](#)
- Parks and recreational facilities including:
 - **16** Village parks (250 acres) and open space areas encompassing 2,500 acres
 - "Bug Line" recreational trail (16-miles), Riverfront Trail (12-miles), **31** total miles of paved trails
 - Numerous baseball, softball, soccer, football, picnic, volleyball, tennis, ice skating areas
 - Menomonee Park, **400** acres, campsites, archery range, fishing, sandy beach, swimming quarry
 - 18-hole [Wanaki Golf Course](#)
 - Founded in 1906, a full library service offered by the [Menomonee Falls Public Library](#).
 - Nearby [Kettle Moraine State Forest](#) covering 17,000 acres with boating, fishing, camping, hiking, picnicking and more
- A comprehensive full health care and in-patient hospital, [Froedtert Menomonee Falls Health Care](#)



THE ORGANIZATION

The [Village Manager](#) is considered by charter to be the CAO of the municipal corporation. The Manager is appointed by the Village Board as a whole and is responsible for the overall supervision and administration of the Village's operations.

The Village of Menomonee Falls provides comprehensive municipal services, which includes full-time police and fire protection including emergency medical and advanced life support ambulance services; the construction and maintenance of Village streets; refuse collection and disposal; community planning and development; economic development; a complete parks and recreation program; public library; and the sewer, water, and storm water utilities.

Village services are provided by approximately 232 full-and part-time employees in the following departments: Fire, Police, Public Works (including Sewer Utilities and Water), Community Development (including Building Inspections, Economic Development and Planning), Department of Financial Services and the Office of the Village Clerk.

THE FIRE DEPARTMENT

The department operates from three (3) fire stations (two built new in 2015) that are staffed by career and part-time members 24 hours per day, 7 days per week. The department apparatus consists of four engine companies, one truck company (Quint) six ambulances, one mini-pumper, one water tender, one command unit, one mobile command post and staff support vehicles.

The Department provides full fire, emergency medical services to the Village and region, including providing full fire, EMS, and fire prevention services to the Village of Lannon. E911 emergency communications and operations are provided by Waukesha County Communications Center.



OPPORTUNITIES AND CHALLENGES

Developing and maintaining relationships with the Village President, elected officials, Police and Fire Commission, Village Manager, department heads, and all levels of employees, both union and non-union employees alike, is paramount. In addition, the Chief is a community leader, one that is expected to interact with a variety of community stakeholders easily and proactively. Proven communication, interpersonal and human relations skills, and the ability to interrelate with a wide variety of people possessing various attitudes and positions are all important and desirable qualities for the next Chief.

- Community Relations.** The Police and Fire Commission, Village Board and Village Administration enjoy strong working relationships with community and business groups representing a diverse set of stakeholders in Menomonee Falls, including leaders with the Chamber of Commerce, School Districts, and non-profit organizations. Menomonee Falls has an active historic downtown and a robust retail presence along the Interstate, and many business owners are also active in the community. With that as a foundation, the next Chief is expected to cultivate and build relationships with these stakeholders. In a similar vein, the Chief has a welcoming opportunity to form cooperative connections with Menomonee Falls neighboring jurisdictions through continued automatic aid and mutual aid agreements.
- Management Team.** The Village's management team is a cohesive, energetic group that keenly understands and meets the Village Board's and the community's expectations. With a framework of a collegial work environment, the new Chief can expect this professional assembly of management leaders to be a resource, welcoming the Chief with the encouragement, support, and tools he/she may need to be an inclusive and responsive leader in the department, and the overall organization. The Village is seeking a "transformational and visionary leader" that can support the vision and mission of the Village as well as the department.
- Departmental Assessment.** The Village was awarded a SAFER Grant for 14 full-time firefighter/paramedics and the process of hiring and on-boarding this new staff is currently being completed. The new Chief is expected to have planning, modeling, and strong fiscal and budgeting expertise.

The Village has a considerable number of senior assisted and assisted living complexes contributing to the department's more than 5,500 emergency and service calls in 2022. Coupled with the continued growth of EMS calls in fire departments providing this service, the continued evaluation of EMS service delivery including Mobile Integrated Healthcare/Paramedicine will be critically important.

- Staff Development, leadership, and labor-management relations.** The new Chief is expected to step into this position and provide the leadership to identify, filter and address organizational concerns that may be impacting the Department. The Fire Chief will be charged with advancing the organization to new levels of success through appropriate levels of accountability.

Additionally, the next Fire Chief will formalize programs to train and develop all personnel in the Department and identify critical elements for developing and preparing future leaders of the Department. A focus on the core leadership of the department will be extremely important. The Village leadership seeks a candidate that is "plugged in" to the key initiatives, strategies, and goals of the fire service regionally, statewide, and nationally in creating the successful future of the department.

Working in an active collective bargaining environment, the new Chief will need to appreciate and honor the fundamental provisions of the collective bargaining agreements. Seeking valued input from all segments of the organization to develop the department and the talents of its staff, while exercising confident leadership of the department, will be key elements of success for the new Chief.





THE IDEAL CANDIDATE

- An experienced, innovative, collaborative fire/EMS leader with demonstrated managerial, interpersonal and customer service skills.
- A strong communicator with Village officials, the Police and Fire Commission, staff, and other stakeholders.
- A commitment to the organization as well as the senior management team of the Village with genuine confidence and approachability to residents, business, and governmental leaders.
- A Fire Chief that is an integral and engaged leader, with a strong background in modern fire, EMS, emergency management and all hazards' practices.
- A Fire Chief that understands the need to use data for problem solving and community risk reduction efforts.
- The ability to mentor and foster leadership roles within the staff, succession planning and a global vision of the community's needs and vision are critical. Creativity and the ability to guide and balance change is necessary.
- A demonstrated history of working in a combination department that also has collective bargaining.
- Demonstrated skills in Strategic Planning and overall agency credentialing and performance evaluations and national standards.
- A desire to be a life-long learner and consistently looking for personal growth.

Successful candidates should also:

- Possess a bachelor's degree in fire science, emergency management, emergency medical services or related fields. A master's degree is highly desired.
- Have 10 years of experience and demonstrated leadership in a fire service command position is required.
- In the ideal, be a graduate of the National Fire Academy Executive Fire Officer, Chief Fire Officer Designation, or similar certifications.



COMPENSATION AND BENEFITS

The annual salary range for this position is \$130,000 +/- DOQ plus excellent benefits. Residency in the Village is not required. Village employees participate in the Wisconsin Retirement System, which is administered by the State of Wisconsin.

HOW TO APPLY

Candidates should apply by September 29, 2023, with resume, cover letter and contact information for five work-related references to www.GovHRjobs.com. Questions may be addressed to T.E. Sashko, Vice President and lead recruiter for the fire chief position, GovHR USA, 630 Dundee Road, #225, Northbrook, IL 60062. Tel: 847-380-3240X123. [Menomonee Falls](#) is an Equal Opportunity Employer.



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