GovHR USA is pleased to announce the recruitment and selection process for the Fire Chief for the Village of Barrington, IL. This brochure provides background information on the Village of Barrington and the Barrington Fire Department as well as the requirements and expected qualifications for the position. Candidates interested in applying for the position should submit their résumé and cover letter electronically, along with contact information for five (5) work-related references by January 22, 2020 to www.govhrusa.com/current-positions/recruitment.

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PROFESSIONAL ANNOUNCEMENT

Including the Fire Chief, the Barrington Fire Department is staffed by nineteen (19) full-time uniform personnel and an Executive Assistant to the Fire Chief. All eighteen (18) shift personnel are cross trained as firefighter/paramedics. Firefighters and Lieutenants are represented by the International Association of Firefighters Local 3481. The command staff consists of the Fire Chief and three Assistant Chiefs (shift commanders). Each shift has an Assistant Chief, a Fire Lieutenant and four Firefighter/Paramedics. The department provides Fire and EMS service with ALS Ambulances, as well as ALS equipped fire apparatus. In 2018, the department responded to 1,931 total calls for service (1,255 EMS/Rescue and 676 Fire/Service calls). 18% of the calls for service are overlapping. The Barrington Fire Department participates in special response operations as part of the Lake and McHenry County Specialized Response Team. The Barrington Fire Department is a member of MABAS Division 4 (Mutual Aid Box Alarm System).

Demographics: The Barrington Fire Department protects 10,327 residents within 6 square miles from one fire station. Canadian National (CN) runs 20-25 daily freight trains through Barrington. Union Pacific (UP) runs freight and Metra commuter trains through Barrington (60 commuter trains a day during the workweek; 353 commuter trains a week). The fire department holds an ISO Class 2 insurance rating. Barrington was the second community in Illinois to adopt a zero square footage mandatory fire sprinkler ordinance for all new construction. Barrington is in Cook and Lake Counties.

The Village is seeking an experienced, innovative, collaborative fire/EMS leader with demonstrated managerial, interpersonal and customer service skills. Successful candidates will be able to demonstrate a balance of commitment to the organization as well as the senior management team of the Village with a genuine confidence and approachable personality to residents, business and governmental leaders.

It is particularly important that the next Fire Chief be an integral and engaged leader of the Fire Department, with a strong background in modern fire, EMS, emergency management and all hazards practices. The new Fire Chief must provide an understanding of 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 a must.

The next Fire Chief will also have a demonstrated record of fairness, transparency and consistency in the administration of Departmental policies and procedures and the willingness to address issues in a positive and timely manner. The Fire Chief must possess well-developed writing and public speaking skills and the utmost integrity.

Successful candidates shall possess a bachelor’s degree fire science/fire management, public administration or a related field from an accredited college/university. A master’s degree preferred. The position requires 10 years of responsible and varied senior management experience in a directly related fire service capacity encompassing significant responsibility for the development and administration of fire department programs, services and resources. Candidate’s successful completion of the Executive Fire Officer Program offered by the National Fire Academy is desired. The annual starting salary range for this position is $125,000 +/-, depending upon qualifications. The Village of Barrington also offers an attractive benefits package.

COMMUNITY HISTORY AND EXCEPTIONAL QUALITY OF LIFE

Barrington values tradition. The Fourth of July parade, the historic architecture of the White House (a cultural center for the community), it's quaint and vibrant downtown where weekly Farmer’s Markets and Cruise nights occur, are hallmarks of a community that prides itself on being an exceptional place to live and work. This leafy hamlet has been a place where children return to raise their children amongst their elders and friends.

Barrington, as the hub of the 90-square mile-Barrington area, is a beautiful, historic suburb just 40 miles northwest of Chicago. Barrington’s 10,168 residents (16,000 daytime population) pride themselves on the Village’s hometown charm and distinct heritage as a quality community surrounded by seven other independent villages and 43,000 residents who closely associate and regularly visit the quaint downtown of Barrington. With a Metra train stop in the center of town, Barrington has remarkably easy access to the Village of Chicago. Barrington's tree-lined streets and appealing restaurants make this community a charming place to raise a family.

Barrington was originally an area where the Potawatomi and Mascouten Indians resided. With proximity to the Fox River and many lakes that dot the area, pioneers from New York and Massachusetts soon settled in what was
THE FIRE DEPARTMENT

The mission of the Fire Department is to protect the lives and property of the residents in the Village of Barrington by providing exceptional emergency fire and medical services. The Fire Department operates with the following two divisions:

ADMINISTRATION

The Administration Division includes the Fire Chief, who serves as the manager for departmental operations and serves as a member of the Village’s management team. Administration is responsible for oversight of day-to-day activities of the Fire Department, including all divisions and services. Other members of the Administration Division include the Assistant Fire Chiefs and the Executive Secretary.

The Administration Division provides the department with leadership, executive management, and administrative support. The Division also provides the services necessary to ensure that appropriate levels and quality of staff and equipment are available to efficiently and effectively provide services to the Village.

OPERATIONS

The Operations Division is dedicated to providing the most efficient and professional response to the broadest range of emergency incidents by making every unit and its crew capable of initiating lifesaving action at any emergency. Our primary service on every front line emergency response vehicle includes immediate fire and medical response capabilities.

All fire suppression vehicles are equipped to respond to medical emergencies with firefighters who are also cross-trained as firefighter/paramedics, and all medical rescue transport vehicles carry specialized equipment that enables firefighter/paramedic crew members to support suppression efforts or conduct search and rescue activities at any fire incident.
OPPORTUNITIES AND CHALLENGES

GovHRUSA interviewed various stakeholders in preparation for this recruitment. In addition, an on-line survey tool is being distributed to the personnel of the department to solicit feedback in a collaborative environment to establish the criteria for the selection of the best candidate for this position of responsibility.

- The next Fire Chief must continue to develop the department’s outreach to the corporate community working closely with them on emergency response and preventative measures in a public/private partnership environment.

- The Fire Chief in collaboration must be current on key training associated with this critical public safety responsibility and partnership.

- The Fire Chief must be a state-of-the-art leader and manager, with the ability to connect and relate to department employees at all phases of their careers. The Chief should also be skilled in human resources management, understanding the administrative aspects of leading a multi-faceted department.

- Succession planning and the continued development of personnel, creating a vision of success for the organization will be a critical skill set of the next Fire Chief.

- The need to be mindful of the diversity of the Village and the unique and varied cultural characteristics providing strong lines of communication and outreach.

- The need to create a diverse workforce and the development of strategies in a public safety environment to encourage and develop a future workforce from the community.

- Understanding and creating a vision for the fire department as new strategies for service delivery like Mobile Integrated Health Care, Vision 20/20 and other regional, state and national approaches to high functioning operations.

- Understanding and planning for capital asset management and funding.

- The next fire chief must demonstrate the skill sets necessary to manage a very diverse working environment (volunteer and career), establishing a collaborative strategic plan for operations for the next 5-10 years.

The Fire Chief position is a very visible member of the senior staff of the Village of Barrington requiring well-developed leadership abilities and management skill sets that are based upon consensus building and problem solving. Additionally, the Fire Chief must have a strong desire to work in a collegial, team-oriented environment. He/she must be a highly motivated, self-staring and confident individual with excellent, genuine and trustworthy interpersonal skills.

The Village is seeking progressive Candidates committed to excellence in the delivery of fire, EMS and Emergency Management services.

CANDIDATE QUALIFICATIONS

Successful candidates shall possess a bachelor’s degree in fire science/fire management, public administration or a related field from an accredited college/university. A master’s degree preferred. The position requires 10 years of responsible and varied senior management experience in a directly related fire service capacity encompassing significant responsibility for the development and administration of fire department programs, services and resources. Candidate’s successful completion of the Executive Fire Officer Program offered by the National Fire Academy is desired.

Innovation: Bring fresh ideas to the organization and offer unique perspectives and experiences.

Energy: Provide enthusiasm and focused energy to all projects and a passion for service to the community. Be one who can develop and articulate a long-term plan for the Fire Department with the charisma to lead the Department to an even higher level of excellence. Be a highly motivated, visionary, goal-oriented leader with a proven ability to gain cooperation and communicate clear direction.

Versatility: Play an important role in coordinating, facilitating, and managing projects that require involvement across multiple service areas.

Leadership: Be dedicated to becoming an effective leader and building collaborative and positive relationships with other staff members and outside organizations in the region. Have an open, friendly personality and communication style and a calm demeanor; be one who can establish trust quickly with others along with a strong sense of humor.
Additional Candidate Attributes

Have in-depth understanding and a demonstrated record of utilizing modern technology, operation techniques, methods and practices relating to fire suppression, fire investigations, fire prevention and inspection, emergency medical service, hazardous materials, confined space rescue, training, public education, and administration/management in a progressive fire protection/service organization.

Have thorough knowledge of the principles of personnel management including recruiting, training, promoting, disciplining, and terminating employees within a fire service context.

Have knowledge of, and experience in, applying ordinances, laws, regulations, operating guidelines, safety standards, etc. that are applicable to a firefighting/emergency medical/rescue service and emergency preparedness.

Have experience in directing the preparation and presentation of a department budget and an understanding of the principles of government budgeting, recognizing the long-term cost implications of proposed, new programs; have familiarity with systems and metrics which measure the success and effectiveness of departmental programs.

Have experience with the full range of emergency services provided by progressive suburban fire departments as well as the ability to prepare the Department to meet the expectations of the Village of Barrington Village Board and staff.

Have a proven record of outreach and participation in the community; genuinely enjoy participation in community events, appearances at local civic organizations and casual contact with residents and businesses.

Have experience in developing positive, cooperative, and supportive relationships with other fire departments and agencies at the local, state, and federal level, as well as creating partnerships with other public and private entities that can better utilize shared resources.

Have experience in developing positive, cooperative, and supportive relationships with other Village Departments; be very comfortable with a close working relationship with police and other emergency management personnel.

Have a record of continuous professional training and education for self and departmental staff as well as keeping up to date and abreast of industry ‘best practices’ and ‘cutting edge’ management techniques, current trends and tools.

Have management experience in creating an environment of trust and integrity where employees respect one another and where the Department consistently functions at a high level of customer service.

Have sufficient experience and ability to accurately evaluate operational performance, adequacy of staffing and appropriateness of organizational structure toward superior performance.

Have a demonstrated ability to provide strategic leadership and long-range planning practices, particularly in succession planning; understand the skills and abilities of existing personnel to maximize the talent and expertise of the workforce.

Be skilled at mentoring and leading a changing organization, with the ability to assist employees newly promoted to command positions; and possess the ability to formally and informally monitor the morale of the organization as turnover occurs and new command staff members are appointed.

Have proven verbal communication skills, both one-on-one and in a public speaking venue, treating everyone in a professional and respectful manner; can make effective presentations before the Village Board; possess strong public relations experience. Excellent writing skills. Ability to read and comprehend laws and policies. Ability to write documents of all types using proper grammar, punctuation, and spelling.

Have complete personal and professional integrity, gaining respect and inspiring the trust and confidence of subordinates, co-workers, and elected and appointed officials, as well as the general public.

Have the maturity and professional stature to project a strong professional and personal presence that will quickly establish credibility and gain respect within the Fire Department, the Village, and with the regional area.

Be a strong advocate for the Fire Department who clearly represents the needs of the Department to the Village President, Village Board, Village Manager, and to the community along with strong lines of regular and effective communications.

Have a passion for the fire/EMS service from both an internal, department standpoint and for service to the community; be devoted to customer service—both internal and external.

Has the ability to develop creative and innovative methods towards marketing and celebrating the success of the fire department.

Can delegate while requiring accountability from all personnel in the Fire Department regarding quality, accuracy and timeliness of overall department services and programs, striving for excellence in the fire/EMS service.

Set high standards of performance, productivity, and initiative by Departmental personnel; be comfortable in recommending and administering disciplinary actions if necessary.

Can attract, develop, motivate and retain highly qualified professional staff with a focus on diversity; be a mentor.

Provide positive and frequent recognition where appropriate for a job well done; foster an environment where employees are empowered to take calculated risks in the performance of their duties.