

CITY OF CINCINNATI



FIRE CHIEF

Recruitment Services Provided by Ralph Andersen & Associates



THE OPPORTUNITY

The City of Cincinnati, Ohio is recruiting nationally for a dynamic and highly experienced Fire Chief to manage the day-to-day operational activities of the Cincinnati Fire Department (CFD). Ideal candidates must be contemporary and progressive leaders with a proven track record and reputation for providing strong leadership, communication, and interpersonal skills. The Fire Chief will provide dynamic approaches in emergency and public safety services that contribute to the high quality of life for residents and visitors of Cincinnati. This at-will position is hired by and reports to the City Manager, and is part of the City's executive leadership team. The Fire Chief is responsible for leading a full-time staff of approximately 860 sworn firefighters and a 2017 operating budget of approximately \$112 million.

THE CITY OF CINCINNATI – A GREAT PLACE TO LIVE, WORK, AND PLAY

Located on the north bank of the Ohio River in Hamilton County, the City of Cincinnati is a major city in the Ohio Valley. Cincinnati, which has a population of approximately 300,000, anchors a metropolitan area with a population of 2.1 million and is the third largest city in Ohio and the 65th largest city in the United States.

Cincinnati is a unique and special place, with all the benefits of a large city yet the closeness and comforts of a small town. The distinctive housing, unique and walkable neighborhoods, natural beauty, outstanding historic districts and landmarks, exceptional arts and cultural attractions, major league sports, and first-rate higher-education offerings make it a city with a lifestyle that is competitive with some of the largest cities in the country.

In addition to its historic sites, Cincinnati has a variety of attractions driving a tourism industry that offers world-class and unparalleled arts, celebrated institutions, and first-class entertainment and restaurant options. Cincinnati is proud to be the home of the Cincinnati Reds, Cincinnati Bengals, two-time Tony Award-winning Playhouse in the Park, one of the top five zoos in the country, world-class museums, and a nationally recognized park system.

Cincinnati is home to many major and diverse corporations, such as Procter & Gamble, along with eight other Fortune 500 companies and fifteen Fortune 1000 companies headquartered in the Cincinnati area. The region ranks in the nation's Top 10 markets for number of Fortune 500 companies per million residents, higher than New York, Boston, Chicago, or Los Angeles. The largest employer in Cincinnati is the Kroger Company with 17,000 employees. The University of Cincinnati is the second largest with 15,162.

CITY GOVERNMENT

John Cranley was sworn in as Cincinnati's 69th Mayor on December 1, 2013. The Mayor is the official head and representative of a municipal corporation with 6,300 employees and an annual operating budget of approximately \$1.4 billion.

CITY ADMINISTRATION

Harry Black was announced as the City Manager for the City of Cincinnati on September 8, 2014, and is responsible for the day-to-day operations of City government.

As the chief administrator for the City and its employees, Mr. Black is committed to building a customer-centric workforce as well as developing responsible and effective economic development policies and practices that support the growth of jobs and economic opportunity for all Cincinnatians. He is also committed to building strategic and tactical financial management policies and practices that ensure sustainable fiscal responsibility and vitality.

Mr. Black is focused on making Cincinnati the safest city in America with the involvement of all of its residents, and ensuring it is the go-to destination for people who want to live, work, and play in Ohio.

THE CINCINNATI FIRE DEPARTMENT

On April 1, 1853, the Cincinnati Fire Department became the first full-time paid department in the United States and the first in the world to use steam fire engines. The CFD provides fire suppression, emergency medical services (approximately 80% of CFD's calls for service), Advanced Life Support transport, arson investigation, fire prevention, and hazardous devices and hazardous material incidents response to the seventy-seven square miles of the City of Cincinnati and its citizens.

The Cincinnati Fire is organized into four divisions:

- Operations;
- Personnel and Training;
- Administrative Services; and
- Fire Prevention.

The CFD provides the bulk of its services through its Operations Bureau, which is divided into four fire districts. The CFD operates 26 fire stations throughout the City, housing 26 Engine companies; 12 Truck (ladder) companies; 2 Heavy Rescue units; and 12 Medic units (Advanced Life Support Transport units). The CFD provides response coverage to 25 miles of Ohio River shoreline.

The Cincinnati Fire Department operates under an all-hazards approach to emergency response including hazardous materials, vehicle extrication, aircraft firefighting and rescue, special and technical rescues, explosive ordinance disposal, and other Homeland Security incidents as required. Additionally, the CFD has an extensive public fire education and outreach program.



In addition, Mr. Black aims for Cincinnati to become a national model for using performance management best practices and tools and data analytics to make city government more effective and efficient.

OVERVIEW OF THE POSITION

The Fire Chief is a key member of the City Manager's Executive Leadership Team and works under the day-to-day administrative direction of the Assistant City Manager. The Fire Chief will be joining a high-energy, creative, and professional executive management team and will assume command of a professional organization with a tradition of providing excellent service. In addition to providing oversight and leadership for the day-to-day operational activities of the Department, he/she will serve as a technical advisor to other City departments on fire, disaster management, and EMS issues. The Chief is also responsible for establishing and maintaining a positive employee/labor relations climate and the proper and efficient use of both human and financial resources. Specific responsibilities and skills required of the Fire Chief include:

- Providing strong leadership that will inspire achievement and earn the confidence of Department personnel, the Council, City Manager, outside agencies, and the community;

- Articulating a vision and leading the development of strategic and master plans in support of that vision;
- Effectively manage the Department's financial resources and in communicating the Department's financial structure and position to internal and external stakeholders;
- Possessing a participative leadership style and working effectively with the City Manager, Council, Department Heads, other agencies, and affiliated labor associations toward the common good of the organization and the community;
- Ensuring professional development of command staff and employees that will enhance their success as managers, and facilitate positive employee morale and strong organizational performance;
- Establishing collaborative working relationships and partnerships with community and neighborhood associations, business groups, development organizations, and other agencies, to pursue a common goal of community safety; and
- Providing an appropriate flow of information to citizens, the media, and interest groups, and serving as the primary spokesperson on matters of fire safety.

In summary, the Fire Chief will provide dynamic leadership and vision in order to manage people and constructive change while continuing to mentor, coach, and provide staff development.

THE IDEAL CANDIDATE

The selected candidate for consideration as the City of Cincinnati's next Fire Chief will be an experienced fire services leader and administrator who possesses outstanding interpersonal, organizational, and leadership skills. The ideal candidate will be amiable, open, and honest, and possess a reputation as a firm, competent, fair, and consistent leader. An unblemished record of ethical and professional conduct is essential.

The Fire Chief will be expected to demonstrate and promote the highest standards of personal and professional conduct. The Fire Chief will establish positive relationships with employees throughout the organization and place a high value on the professional development of staff. The Fire Chief will be considered a progressive leader within the fire service and be recognized for being an ongoing contributor to the advancement of the profession. The CFD's next Fire Chief will be well-versed in all operational and administrative aspects of comprehensive emergency service operations.

The selected candidate for Fire Chief will be a person of imagination and vision that will ensure continued progress for the CFD's service areas of fire prevention, fire education, fire suppression, emergency management services, and emergency medical services. The Chief must have a reputation as an effective developer, motivator, and evaluator of subordinate personnel, with a reputation for embracing diversity and providing training/education equitably for all personnel.

Extensive experience with sound and effective labor relations will be expected. A sophisticated understanding of Civil Service Rules and interpretation of labor-management agreement provisions is required. The top candidate will also have a reputation for establishing and maintaining a high level of trust between management and rank and file. Highly qualified candidates must be able to formulate long-range plans that communicate future vision, direction, and leadership expectations. In summary, the Fire Chief will also be a positive influence on day-to-day operations, have a "can-do" attitude, and will be comfortable with a hands-on approach to all aspects of CFD procedures.

Additionally, the Chief must be recognized as having the ability to provide the following:

Exceptional leadership skills

- Proven success working in an active labor environment where consensus and positive relationships are crucial to the organization's success;
- Understanding of the legislative process and policy decision-making, including working with elected officials, local, State, and Federal agencies; and
- Ability to embrace and effectively implement new ideas, a genuine interest in the community, and the broad range of issues facing the CFD service communities.

Outstanding managerial skills

- A proven track record of identifying and evaluating specific organizational needs;
- Ability to manage a diverse staff while providing personnel management including the ability to coordinate and delegate, supervise, train, and develop staff, assess staff capabilities, handle/prevent personnel problems, and optimize staff skills and communication; and
- Creative problem-solving capabilities, with the ability to analyze and resolve complex and sensitive issues, problems, and situations.

A proven, effective communicator

- Display an outgoing, communicative style, one that is comfortable working with a variety of individuals at any level in the organization;
- Consistently communicate and implement the CFD mission; and
- Excellent writing skills, a highly articulate oral communicative style, and the ability to clearly explain complex issues to a wide variety of constituents.

In summary, qualified candidates will excel in providing executive leadership and guidance to this dynamic Fire Department.



THE REQUIRED QUALIFICATIONS

Education: This position requires a Bachelor's degree from an accredited college or university in Fire Science, Emergency Management, Public or Business Administration, or a closely related field. A Master's degree in Public Administration or other advanced degree is desired.

Experience: Requires at least ten years of progressively responsible leadership and management experience at the Chief or Deputy/Division/Battalion/Assistant Chief levels serving an urban population of 150,000 or more.

Applicant must not hold any position or be a member of any organization which would create a conflict of interest with respect to participation in labor negotiations with the International Association of Firefighters or any of its affiliate unions, as defined in Ohio Revised Code Section 4117.20.

The City reserves the right to select any combination of experience, education, and career history that will uphold the ideals and values of this organization and continue to provide the highest level of service to the City of Cincinnati and its citizens.

RESIDENCY

Nothing in the Revised Code requires, or shall be construed to require, that the fire chief of a firefighting agency reside in the territory of the firefighting agency.

COMPENSATION

The successful candidate will receive a highly competitive salary with an excellent executive benefits package that considers the candidate's salary history and track record of career success. Further details on compensation may be obtained through Ralph Andersen & Associates.

TO BE CONSIDERED

This position will close on May 12, 2017; resumes will be reviewed continuously. This position is open until filled; however, candidates are encouraged to apply early in the process for optimal consideration. Resumes will be reviewed and evaluated throughout the recruitment process.

To be considered, candidates must submit a compelling cover letter, comprehensive resume, salary history, and six professional references via email to apply@ralphandersen.com. This is a confidential process and will be handled accordingly throughout the various stages of the process. References will not be contacted until mutual interest has been established.

Ralph Andersen & Associates will conduct the initial evaluation of submitted materials to determine the best overall match with the established criteria as outlined in this recruitment profile.

Finalist candidates will be required to sign a release form to authorize preliminary reference calls and verifications to be conducted. Employment history, degrees obtained, and other certifications/accomplishments will also be verified.

Should you have any questions regarding this position or the recruitment process, please call Mr. Robert Burg at (916) 630-4900. Confidential inquiries are welcomed.

This recruitment will incorporate existing rules and regulations that govern public sector recruitments in the State of Ohio. Information submitted for consideration may be made available to the public upon request by interested parties, in accordance with public disclosure/open records laws.

Candidates are encouraged to further research the City of Cincinnati website at www.cincinnati-oh.gov.



CINCINNATI FIRE DEPARTMENT

**Director Of Fire
Fire Chief**

**Administrative Services Division
Assistant Chief**

**Personnel & Training
Division Assistant Chief**

**Emergency Communication
Division Assistant Chief**

**Operations
Division Assistant
Chief**

**Fire Prevention Division
Assistant Chief**

**Financial Office Chief
Financial Officer**

