

# VILLAGE OF FLOSSMOOR FIRE DEPARTMENT

## CAPTAIN RECRUITMENT

---

The Village is seeking qualified applicants for the position of Captain. The position is responsible for the management and completion of all assignments and normal workday responsibilities (i.e. house duties, daily training, fire prevention activities, etc.). The desired candidate will be a fire service and EMS professional with proven leadership abilities to oversee the management of a 24-hour shift in the department. The ideal candidate must have experience working in a combination fire department.

---

### **The Village of Flossmoor**

The Village of Flossmoor is a small suburban-Chicago community with beautiful homes and neighborhoods with a diverse population. The Village is financially stable and has healthy reserves and a AA+ bond rating. It is primarily residential and reliant on property tax as its main source of revenue. It is not a home rule community. The Village is renowned for its affluence and the quality and architectural variety of its housing stock, as well as its proximity to numerous country clubs.

### **The Fire Department**

The Flossmoor Fire Department was organized and chartered in 1928. The fire department provides a myriad of services including: Fire Suppression, Emergency Medical Services (EMS), Fire Prevention, Fire Inspection, and Specialized Rescue services. Department staffing is comprised of full-time, contract, part-time, and paid-on-call personnel who respond to over 1,500 calls for service annually. This mix of staffing ensures that quality, cost effective services are being delivered to the residents and visitors of the Village.

### **General Position Description**

The Captain is responsible for the supervision of assigned personnel (full-time, contract, part-time, Paid-on-Call and volunteers) including, but not limited to, the assignment of station duties, periodic personnel performance review, discipline, emergency response, and Incident Command unless Command is transferred. The Captain reports to the Assistant Fire Chief and subsequently the Fire Chief. In the absence of the Fire Chief and Assistant Fire Chief, the Captain will be the highest-ranking individual and therefore is responsible for the overall management of the department. The Captain will also be assigned a department program(s) to manage (Training Administrator, EMS Coordinator, or Fire Prevention Officer (FPO)).



# VILLAGE OF FLOSSMOOR FIRE DEPARTMENT

## CAPTAIN RECRUITMENT

### Position Requirements

- ✓ High School Diploma and valid Driver's license of appropriate classification to operate all fire department apparatus.
- ✓ Licensed Emergency Medical Technician-Paramedic (EMT-P) able to operate within the South Cook County EMS system.  
*If at the time that a conditional offer of employment is offered to a candidate and they are not a member of the South Cook County EMS (SCCEMS) System, they must challenge and pass the SCCEMS system exam. EMT-P licensure must be retained throughout employment.*
- ✓ OSFM Certified Fire Officer I/ Company Fire Officer (COFO)
- ✓ OSFM certified Fire Apparatus Engineer (FAE)
- ✓ OSFM certified Hazardous Material Operations
- ✓ At least 5 years fire service experience with demonstrated history of performing Officer functions.  
*If at the time of hire, the Captain has not attained an Associate Degree he/she will attain an Associates degree within three years of hire.*

### Physical Requirements

- ✓ Be able to pass NFPA 1582 compliant medical and physical exam.
- ✓ Must possess current Candidate Physical Aptitude Test (CPAT) certification at time of application and conditional offer of employment.

### Desired Qualifications & Education

- ✓ Education or certifications in the fields of Community Risk Reduction, Information Technology, Emergency Vehicle Technician, Technical Rescue, Hazardous Materials Technician, Fire Prevention Officer (FPO), SCC EMS Lead Instructor, and Training Program Management (TPM).
- ✓ Bachelor Degree
- ✓ OSFM Fire Officer II
- ✓ Fire Investigator
- ✓ CPR Instructor

### Compensation & Benefits

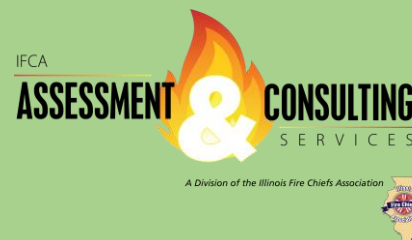
Salary range is \$78,713.00—\$98,391.00. Placement within this range is dependent upon experience and qualifications of the selected individual. The Village also provides a generous benefit package This position is FLSA exempt.

---

The application closing date is December 11, 2020 at 5:00 pm. Successful candidates will be required to take a written examination tentatively planned for January 13, 2021. Achievement of a passing score will generate an invitation to participate in an Assessment Center process at a date to be announced. Interested and qualified candidates should apply at once, with a resume together with a letter summarizing your qualifications, education (please include copies of your CPAT, advanced education degrees/certifications), and a description of the size of the department(s) where you have gained experience. Successful candidates will be placed on an eligibility list by the Police and Fire Commission for a period of two (2) years. Please submit your materials in confidence to the Department's Search Consultant:

#### **Email application materials to:**

Flossmoor Captain - Search Consultant  
IFCA Assessment & Consulting Services  
dslivinski@illinoisfirechiefs.org



All Candidates submitting materials for consideration are **REQUIRED** to complete an on-line application: [Village of Flossmoor Employment Application](#)