



White Salmon Fire  
Department



Skamania County Fire  
District 3



Klickitat County Fire District 3

## Training Captain/EMT

While the Training Captain will represent and be responsible for training in three agencies the successful candidate will ultimately be an employee of KCFD3

*“Good leadership consists of showing good people how to accomplish the work of superior people”.*

John D. Rockefeller



## **Mission Statement**

Provide professional, responsible emergent and non-emergent services to our customers efficiently, effectively and with pride.

## **Vision Statement**

We are committed to maintaining and enhancing the safety and health of our members and their families through training and participation within the Fire District.

We dedicate ourselves to the safety of the community by providing the highest level of service possible.

We will strive to create a partnership with the community in a responsive, proactive manner.

Our organization stresses attainable goals, achieved through shared responsibility and accountability.

We will nurture these relationships with respect, honesty and integrity.

## Attributes of Good Leadership

**Integrity** is the integration of outward actions and inner values

**Example** is the ability to consistently demonstrate the proper behavior, reaction, attitude and compliance with an organizations standards and expectation.

**Dedication** means spending whatever time or energy is necessary to accomplish the task at hand

**Magnanimity** means giving credit where it is due.

Leaders with **Humility** recognize that they are no better or worse than other members of the team

**Openness** means being able to listen to new ideas, even if they do not conform to the usual way of thinking.

**Creativity** is the ability to think differently, to get outside of the box that constrains solutions.

**Fairness** means dealing with others consistently and justly.

**Assertiveness** is not the same as aggressiveness. Rather, it is the ability to clearly state what one expects so that there will be no misunderstandings

A **sense of humor** is vital to relieve tension and boredom, as well as to defuse hostility.

# LEADERSHIP

**DEFINITION:** " Leadership is a process of putting forth individual influence in which one person can enlist the aid and support of others in the accomplishment of a common task.

### Leadership involves:

- (1) *Having or establishing a clear vision and goals;*
- (2) *Sharing that vision/goals with everyone in the organization so that they will follow willingly;*
- (3) *Providing the example, information, knowledge, tools, encouragement and methods for your Crew members to realize and accomplish that vision; and*
- (4) *Coordinating and balancing the conflicting interests and challenges of all members and stakeholders.*

A leader steps up in times of crisis, and is able to think and act creatively in difficult situations. Unlike management, leadership cannot be taught, although it may be learned and enhanced through coaching or mentoring.

## FIRE TRAINING CAPTAIN –

The Klickitat Fire District 3 Board of Fire Commissioners, Skamania County Fire District 3 and White Salmon Fire Department are seeking to hire a Training Captain. The three agencies have carefully discussed the need for strong leadership and training for the volunteers in our exceptional organizations. The heart of our mission is responding to emergencies, it is critical the volunteers have access to current training. The Training Captain must apply the careful skills of coaching, mentoring, training, motivating and helping our Volunteer Members become the safest and best emergency providers possible. The Fire Agencies are seeking a progressive, positive, capable, active and motivating leader to train, direct, coach and protect the remarkable 'family' of KCFD3, WSFD, and SCFD3 and to provide the best emergency and non-emergency service to our wonderful community.



## OUR COMMUNITY

We are located in south central Washington on the eastern slopes of the Cascade Mountain Range. Several miles of the Columbia River Gorge National Scenic Area are within the Districts as well as a 15 mile stretch of the White Salmon Wild and Scenic River. The area is a Mecca for outdoor enthusiasts who come here to hunt, fish, boat, kayak, raft, wind sail, kite sail, paddle board, paraglide, mountain bike, or maybe just go for a hike.

The District's west side is traversed from south to north by State Route 141 which provides access to a rural area of vineyards and orchards while also serving the logging industry as a gateway to the timber. The highway is also a gateway to rafting the White Salmon River as well as the National Forest recreation sites at Mt. Adams and Mt. St. Helens.

The eastern half of the District consists of residential interface with timber and grasslands on steep ridges. The east and west are separated by a steep, timbered ridge. The Districts' southern edge terminates on the banks of the Columbia River and is traversed east and west by State Route 14 and the Burlington Northern/Santa Fe rail line.

Most of the Fire Districts are characterized by an urban interface environment situated in diverse topography with many homes located along the Columbia and White Salmon River's and on the hills, bluffs and ridges that makeup the landscape.

## THE 'GORGE'

The Columbia River Gorge National Scenic Area encompasses lands, resources and communities in Oregon and Washington. Revered for its natural beauty and spectacular year-round recreation, the Gorge attracts millions of annual visitors from around the world who come to hike, bike, windsurf, kayak, ski/snowboard, sail, visit waterfalls, enjoy Gorge wines and spirits, or engage in dozens of extreme sports. In 2009, National Geographic *Traveler* ranked the Gorge 6<sup>th</sup> among the world's top 133 destinations. The New York Times ranked the White Salmon River as one of the top 13 places to go in 2013. In addition to world-class scenery and recreation, the Gorge boasts 10,000 years of cultural heritage and modern rural communities, and attracts visitors, residents and businesses seeking outstanding communities and unparalleled quality of life.



# OUR FIRE DISTRICT

Klickitat County Fire District 3 is an 'all-risks' community-based emergency services provider served by 29 dedicated, skilled volunteers including 13 EMTs and 3 EMT-Paramedics.

Encompassed within the Fire District are the communities of BZ Corner, Husum, Snowden, Burdoin Mountain, Mountain Brook and the Urban Growth Area located to the north and west of the city of White Salmon. The core population is approximately 5,000. The District serves an additional population of approximately 2,936, in the cities of Bingen and White Salmon via an automatic response agreement. Automatic aid services are also provided to an estimated population of 488 in adjacent Skamania County. Combined the total population served amounts to approximately 8,424. During the peak recreation months of May through October. The Columbia River Gorge National Scenic area, Mt. Adams and nearby forests receive an abundant amount of visitors all year long for recreation, business and travel.



KCFD3 is currently managed by a full-time Fire Chief, and 2 part time Admin staff., Our governing board consists of three elected Fire Commissioners.

We are an all risk fire and EMS based fire district that proudly provides service to 52 square miles, including the 2 square mile area making up the cities of White Salmon and

Bingen with whom we share an automatic aid agreement. Bingen is home to Boeing subsidiary Insitu a leading unmanned surveillance aircraft developer and also to SDS Lumber Company, which operates a 190 acre log storage and sawmill complex. The entire region sits within a recognized fire-prone wildland urban interface environment.

Additionally, Fire District 3 provides back-up ambulance services for the Klickitat County EMS District 1 to the Western portion of the County.

The volunteers respond out of 2 primary fire stations in KCFD3. White Salmon, and SCFD3 have 1 station each.



Community outreach is an important aspect of the Fire District's non-emergency community services. The Firefighter's Association hosts a number of annual community events and fundraisers support community programs such as AEDs in the local police vehicles. The volunteers and staff thrive on providing training and emergency services to the community and the broader local area as they see the citizens as partners in providing protection to our community.



## OUR FIRE DISTRICT CULTURE

An organizational culture is defined as a group or organization that has developed, embraced and embodies a set of shared attitudes, values, goals, and practices that characterize the institution or organization and that act as guideposts for daily life and decisions. Most agencies, groups or societies develop over time – their own *unique culture* which defines who they are, what they embrace and the core values that they embody – whether knowingly or by evolution. Klickitat County Fire District 3 has matured a distinct and unique culture of its own – one that the officials and members take great pride in.

Klickitat County Fire District 3 is served by a diverse group of individuals with wide ranging interests. They are united by a common set of goals aimed at providing a professional level of emergency services to our local communities and the citizens at large – *neighbors serving neighbors*.

We believe in community outreach and citizen involvement. In 2013 the Klickitat Fire District 3 impaneled a Community Task Force of 12 citizens to examine all aspects of the District's operations. The recommendations in their report have become an integral part of what we do at KCFD3.



KCFD3 continues focus on customer service to citizens in our community and surrounding region. We do this through our daily interactions, regional training and response efforts, and via our participation in community events. In summary, our culture is the face of every diverse and dedicated members that strives to improve the delivery of service to our constituents.

## OUR COMMUNITY TASK FORCE



In 2013 the District assembled a twelve-member volunteer Community Task Force to assist the Board of Fire Commissioners and staff with a candid assessment of the District's operations and to provide constructive, community-based feedback on the current and future needs of the Fire District. The

Task Force worked with staff and a professional consultant for four months to develop consensus on a set of Findings and Recommendations. The Board and the Chief have used the report and continuing support from the Task Force members to help build awareness and community support for the District. The Board values community input and is committed to continuing its partnership with the community to provide outstanding emergency response services. The Chief, as the Executive Fire Officer for KCFD 3 serves as the leader and primary liaison between the Board, the staff, and the Task Force. The Task Force continues to be very active in the development of the District.

## THE POSITION



The Fire District is seeking a progressive, positive, capable, active and motivating leader to lead, manage and document our entire training program. In doing so, creating an Officer Succession Plan. All efforts will be designed to consider our customers first.

This position requires leadership and administrative skills beyond that of a typical Captain. The agency seeks experienced and proven individuals who demonstrate the history, education and professional leadership of a community-based volunteer fire department – understanding and enhancing the culture and institution that makes Klickitat County Fire District 3 the organization that it is.

# DESIRED ATTRIBUTES

The following is a *sampling* of the knowledge, skills, abilities, and personal attributes deemed necessary for this position:

- Demonstrated level of engagement in the community - both personally and organizationally
- Ability to assist with recruitment, and, train, and retain an effective workforce; effectively balance the competing interests of the volunteer, career, and administrative staff
- Successful experience in building and maintaining good working and interpersonal relationships with surrounding communities, public safety partners, political entities, subordinates, and the Board of Fire Commissioners
- Ability to provide effective leadership, that builds trust and confidence
- Effective verbal and written communication skills - to various audiences
- Ability to respond operationally, as needed, and to assume Incident Command as appropriate
- Ability to recognize future issues or challenges and prepare the district accordingly
- Ability to identify issues and recommend courses of action to the Fire Chief
- Demonstrated experience in successful project management, from initiation through completion
- Ability to develop strategic training plans that align operations, administration, business, and human-resource initiatives with the District's Mission, policies, and other broad goals
- Ability to articulate, internally and externally, the Fire District's Mission and Vision
- Knowledge and application of state and federal personnel laws
- Experience in budget development and management- program assigned.
- Knowledge of training program development
- Demonstrated high degree of ethics and integrity
- Well-rounded experience and/or training in all facets of the fire/EMS service to include: suppression, wildland-urban interface, hazardous materials, ICS, prevention, public education, code enforcement, investigation, etc.
- Basic computer skills - including word processing, spreadsheets, and presentation software
- Willingness to keep updated in best practices, changes in technology, and other developments in fire/EMS operations and administration
- Ability to enhance organizational development through employee development
- Ability to manage and lead change



## **REQUIRED QUALIFICATIONS**

- High school diploma or GED, Associate Degree in Fire Science or Fire Technology preferred.
- NIMS ICS 100, 200, 700b and 300
- NFPA 1001 Academy completion , IFSAC/NFPA Fire Fighter I, IFSAC/NFPA Fire Instructor I
- Hazardous Materials on scene Incident Command
- Emergency Vehicle Incident Prevention (EVIP) Instructor or VFIS
- Primary residency within six months of hire within 30 minutes of normal driving conditions from the City of White Salmon Fire Station.
- Satisfactory background checks to include employment record, driving abstract and criminal history. Clean driving record. No felony convictions. Misdemeanor convictions in the last 10 years will be evaluated. \*Convictions related to theft, fraud or other deceitful categories are cause to preclude candidate from consideration. Background checks will be performed according to applicable law.
- Washington State EMT Basic or NREMTB at time of hire.
- 5 years of experience at the rank of Lieutenant or higher in a similarly structured volunteer or combination agency. \* Candidates must have documented experience working with volunteer responders.
- National Fire Academy Fire Cause and Origin within one year of hire date.
- Strategy/Tactics – documented within the last three years – any established course study.
- Current NWCG Red Card at the Engine Boss level with Strike Team Leader “T” preferred.
- Physically able to meet and maintain the requirements of the position
- Pass a background investigation - after a contingent offer of employment
- Pass a medical examination based on position description - after a contingent offer of employment

# **APPLICATION PROCESS**

- STEP 1** Read/see the Training Captain Announcement
- STEP 2** Go to KCFD3 website and download brochure/Application forms
- STEP 3** Complete/send Cover letter, Application, resume, and supplemental questions, to be delivered by 5pm on January 4<sup>th</sup>, 2021.
- STEP 4** Selection Team reviews applications
- STEP 5** Establish candidate list; notify
- STEP 6** Assessment lab.
- STEP 7** “Short list” established
- STEP 8** Background assessments
- STEP 9** Interviews