

## Compensation and Benefits

The salary range for this position is \$151,182 - \$183,763 depending on previous experience. The position is also eligible for up to 7.5% of base salary for educational incentives and a 5% differential of base pay for required on-call work of 10 days per month. The County offers a competitive benefits program that includes the following:

- ◆ Retirement - The County pays the employer contribution to CCCERA, a 1937 Act defined benefit retirement plan, which has reciprocity with other 1937 Act county retirement systems, CalPERS and systems with CalPERS reciprocity. Employee contributions are based on a percentage of pensionable compensation.
- ◆ Medical Insurance - A variety of medical and dental plans are offered.
- ◆ Life Insurance - County program is provided; employee may subscribe to a voluntary supplemental program.
- ◆ Long Term Disability - County paid program.
- ◆ Vacation Leave - Initial monthly accrual rate is 10 hours, up to maximum accumulation of 240 hours.
- ◆ Sick Leave - Monthly accrual is 8 hours.
- ◆ Annual Management Administrative Leave - 94 non-accruable leave hours are credited each January 1st (prorated for those hired after January 1st).
- ◆ Personal Holiday Credit - Accrual of 2 hours each month, up to 40 hours.
- ◆ Holidays - 10 holidays per year.
- ◆ Executive Professional Development Reimbursement - Eligible for reimbursement of \$925 each 2-year period for qualifying expenses.
- ◆ Deferred Compensation Plan - County contributes \$85 per month upon qualifying employee contributions to a 457 plan.
- ◆ Management Longevity Pay.
- ◆ Uniform Allowance.
- ◆ District Provided Vehicle.



THE COUNTY OF CONTRA COSTA IS AN EQUAL OPPORTUNITY EMPLOYER AND VALUES DIVERSITY AT ALL LEVELS OF THE ORGANIZATION

## The Process

If you are interested in pursuing this desirable career opportunity, please visit the Avery Associates Career Portal on our website at [www.averyassoc.net/current-searches/](http://www.averyassoc.net/current-searches/) to upload your letter of interest, resume, and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place.)

Paul Kimura or Bill Lopez  
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Los Gatos, CA 95030  
E-mail: [jobs@averyassoc.net](mailto:jobs@averyassoc.net)

The final filing date for this recruitment is February 1, 2019.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424 or by email: [paulk@averyassoc.net](mailto:paulk@averyassoc.net) or Bill Lopez at 408.888.4099 or by email: [williaml@averyassoc.net](mailto:williaml@averyassoc.net).



# Contra Costa County Fire Protection District



*invites your interest  
for the position of*

## Assistant Fire Chief/ Fire Marshal

## The County of Contra Costa

Located in northern California, Contra Costa County covers approximately 733 square miles extending from the northeastern shore of San Francisco Bay east to San Joaquin County. With a population of just over 1 million, the County is among the ten most populous counties in California and home to one of the State's most ethnically, culturally, and socioeconomically diverse populations. It has one of the fastest growing work forces among Bay Area counties, with growth in its employment base being driven by the need to provide services to an increasing population and the presence of relatively high-wage skilled jobs.



The County contains 19 incorporated cities and includes a variety of urban, suburban, industrial, agricultural, and port areas. Substantial portions of the County are served by the San Francisco Bay Area Rapid Transit (BART), which has contributed to significant residential and commercial development. Contra Costa is home to numerous attractions, including wildlife refuges, state parks, historic sites, and a variety of museums. Mount Diablo, a 3,849-foot peak at the north end of the Diablo Hills, is popular with outdoor enthusiasts, as are hiking, biking, horseback riding, boating, and other activities. The wine country of Napa and Sonoma Counties, picturesque seaside communities such as Carmel and Monterey, and the Sierra Lake Tahoe region are all within driving distance of Contra Costa.

Several prestigious public and private academic institutions are also located nearby, including Stanford University, University of California at Berkeley, University of San Francisco, University of the Pacific, San Jose State University, and California State University, East Bay. One of California's best community college systems is also located in Contra Costa County.

## County Government

Contra Costa County is governed by an elected five-member Board of Supervisors and includes a variety of citizen commissions, committees, and other entities that advise the Board and County staff on issues and policy. The County provides a full range of services through 25 County departments divided into the service areas of Public Protection, General Government/ Municipal Services, Health and Human Services, and Special Districts and Authorities. It has just shy of 10,000 employees and a total FY2017/18 budget of \$3.5 billion with a General Fund budget of \$1.6 billion.

## Contra Costa Fire Protection District

Ranking among the larger California fire agencies, the Contra Costa County Fire Protection District is a well-equipped, full-service fire agency. The District is an "all-hazards" organization providing fire suppression, First Responder Advanced Life Support (ALS) emergency medical services as well as 911 emergency ambulance transport services for over two-thirds of the county, technical rescue, marine firefighting, water rescue, Type II Hazardous Materials Response team, heavy fire equipment program, fire prevention, and fire investigation services to nine cities and county unincorporated areas. The District serves a population of over 600,000 residents (approximate daytime population is 1,000,000+) across a 304 square-mile area.

The Fire Prevention Bureau provides the highest levels of service through its five divisions including Code Enforcement, Engineering, Fire Investigations, Exterior Hazard Control, and Public Education. Including 24-hour shift Fire Investigators and administrative personnel, the bureau has a total of 35 FTE positions.

## The Position and Ideal Candidate

The Assistant Fire Chief/Fire Marshal directs and coordinates the operations and delivery of fire prevention, fire inspection, plan checking, code enforcement, exterior hazard control, and fire investigation services under

the direction of the Deputy Fire Chief and/or Fire Chief. He/she will lead staff who perform field inspections and plan reviews on a variety of projects ranging from single-family residential dwellings to high-rise and other large developments. Most crucially, the individual will implement a robust fire prevention vision and have a passion for fire and life safety.

A successful candidate will have a firm understanding of pertinent Federal, State and local regulations, including the various municipal codes and ordinances within Contra Costa County, California Fire Code, and NFPA Standards. This candidate must also have the ability to effectively manage and coordinate a comprehensive fire prevention program, develop, and implement fire prevention policies, procedures, training materials and manuals while staying abreast of standards in the fields of fire code compliance and plan review, and hazardous materials management. He/she will also have the knowledge of the Fire and Building Codes required to be able to provide alternatives to resolve complex, difficult and/or sensitive compliance issues. The ideal candidate will be an innovative, hands on, flexible and solution-oriented leader with a proven record of accomplishment, teamwork, conflict resolution, budget/finance and exceptional customer service. This position is not simply about checking boxes; the individual must be a present and engaged manager who ensures a commitment to excellence.

The individual must also be a collaborative leader capable of building strong relationships inside and outside the District. As an Assistant Fire Chief, the Fire Marshal is a part of the leadership team and must work well with the rest of the senior staff and chief officers of the District, while also advocating for the important role of fire prevention in the overall mission. Additionally, given the nature of the District, the individual must work to build strong ties with all the different municipalities within the district and have the empathy to understand the different needs of each of them. The District enjoys a very good relationship with the local firefighter's union, who represent the Fire Inspectors and Captains in the bureau, and this individual will be expected to maintain and strengthen that relationship. In addition, this position will have an important role to play in the establishment of relationships between the District and the development community.

Although not required, it is highly desirable that the candidate have a strong grasp of hazardous materials inspection and regulations knowledge up to and including the administration of a CUPA program.

It is also highly desirable that the candidate embrace the concept of community risk reduction, adding capacity to the operations division through a comprehensive reduction in 911 service calls.



This position requires five (5) years of full-time fire service experience performing fire inspections, new construction plan reviews, and/or fire investigations. At least two (2) years of the required experience must have been at a supervisory level. Certification as ICC Fire Inspector II is required. Certification as ICC Building Plans Examiner, Fire Plans Examiner, designation as ICC Certified Fire Marshal, or the Fire Marshal certification through CSFM is highly desirable.

