

Compensation and Benefits

The starting salary for this position will be dependent on the qualifications of the candidate. The annual salary range for this position pays up to \$165,000 annually. The City of Petaluma also offers an attractive benefit package that includes:

- ♦ Retirement – 3% at 55 formula for existing or “Classic” CalPERS members with an employee pre-tax contribution of 9%. 2.7% at 57 formula for new CalPERS members with an employee pre-tax contribution of 11.75%.
- ♦ The City does not participate in Social Security.
- ♦ Health, Dental and Vision Plans - The City contributes approximately 95% of the Kaiser rate for employees and eligible dependents for choice of a variety of health plans which include Kaiser, Blue Shield, PERS Choice, PERS Care and other plans. The City also provides dental and vision plans for employees and eligible dependents. If you have health and/or dental insurance coverage through another source, you have the option to receive a cash-in-lieu benefit. Life Insurance - 1.5% of base salary up to a maximum of \$200,000 coverage.
- ♦ Deferred Compensation – Voluntary with choice of three providers: CalPERS, ICMA, or Hartford.
- ♦ Administrative Leave of 80 hours per fiscal year.
- ♦ Vacation – Accrual of 80 hours increasing to 200 hours per year.
- ♦ Sick Leave – Accrual of 8 hours per month.
- ♦ Holidays – 12 paid holidays, plus 1 floating holiday per year.



For more details on the benefit package, please visit the City of Petaluma's Human Resources webpage at: <http://cityofpetaluma.net>.

THE CITY OF PETALUMA IS AN EQUAL OPPORTUNITY EMPLOYER.

The Process

To be considered for this exceptional career opportunity, please submit (email preferred) your cover letter, resume, salary history and contact information including email addresses for five work-related references (references will not be contacted until mutual interest is established) to:

Paul Kimura
Avery Associates
3 ½ N. Santa Cruz Ave., Suite A
Los Gatos, CA 95030
E-mail: jobs@averyassoc.net



The final filing date for this position is June 5, 2015.

If you have any questions or wish to explore this opportunity further, please contact Paul Kimura by email at paulk@averyassoc.net or by phone at 408.399.4424.



The City of Petaluma



*invites your interest
for the position of*

Fire Chief

The Community

Petaluma is Sonoma County’s second largest city, with a population of almost 60,000. Petaluma is the southern gateway to Sonoma County, 32 miles north of San Francisco’s Golden Gate Bridge, and conveniently located on Highway 101 at the east/west artery of Highway 116. Petaluma offers a wide array of attractions and points of interest to explore, including: a 150-year-old historic downtown, waterfront areas, charming historic homes and neighborhoods, a mixed-use theater district, a thriving restaurant scene, art galleries, live music and theater venues, a historical museum, an airport, a marina, numerous community parks, and golf courses.



Petaluma’s scenic wetlands boast the Alman Marsh, Shollenberger Park, and a trail system surrounding the Ellis Creek Water Recycling Facility. An astonishing variety of birds are found here in every season. Bird enthusiasts share the trail with cyclists, joggers, dog owners, and others enjoying healthy outdoor activities. The Petaluma River provides a scenic backdrop for dining, shopping, special events and recreational opportunities. Petaluma offers 300 acres of recreational areas and hosts over 40 festivals and events yearly. Petaluma is the ideal base for exploring Sonoma and Napa County Wine Country, the dramatic Sonoma Coastline, Point Reyes National Seashore, California’s majestic redwoods, and the entire San Francisco Bay Area.

City Government and the Fire Department

Petaluma is a full-service charter city operating under the Council/City Manager form of government. The City, incorporated in 1858, operates with a seven member City Council including the Mayor. Six members are elected at large to staggered four-year terms. The Mayor is directly elected to a four-year term. The City Council appoints a City Manager as the Chief Executive Officer of the city government. The Council also appoints the City Clerk and City Attorney. Reporting directly to the City Manager are the departments of Finance, Fire, Human Resources, Police, Public Works & Utilities, and Recreation. Free-standing divisions: Information Technology, Housing, and Building Services also report to the City Manager; Planning, and Animal Control, services are contracted. For FY 2014-15, the City has 288.5 full-time employees, an all funds budget of \$201M and a General Fund budget of \$39.5M.



The Petaluma Fire Department was organized in 1857, and has been in continuous operation since before the City was incorporated. The Department provides fire, rescue and emergency medical services within the Petaluma city limits, Southern Sonoma County and a portion of Marin County. The service area covers 184 square miles and a population of 70,000 people. There are 58 paid personnel on staff. The Department has three stations located within the City and serves and protects the community through public education, fire prevention and code enforcement, and emergency response.

The Position and Ideal Candidate Profile

The new Fire Chief will join a proud organization with a rich history in providing exceptional fire service and a tradition of excellence in protecting and serving the community. The Fire Chief has responsibility over all activities involving fire prevention, suppression, fire safety, medical care, hazardous materials and emergency preparedness, and administration. The Chief reports to the City Manager, serves as a valued member of the City’s executive management team, and must reflect the management values consistent with the progressive, team-oriented and seasoned executive leadership group that works collaboratively and effectively in addressing all city priorities.



A key priority for this role is the focus on Capital needs, as fire stations are dated and in need of updates and/or relocation. There is also a need to implement comprehensive fleet replacement and equipment upgrade programs. The Chief will have an active role in creating community awareness to these challenges, and must bring creative and resourceful approaches to financing Capital needs. Experience with Capital Project management and oversight and a successful record of successfully completing projects will be essential to this role.

Another area of emphasis relates to organizational relationships and staff development. The Chief is expected to foster a positive environment of respect, engagement and active visibility throughout the organization. The ability to create a culture of inclusion and welcoming of gender and ethnic diversity will also be essential. Development and mentorship of staff in expanding career paths, especially into command role positions will be a key aspect of succession planning for the department. Externally, a high level of community outreach and interaction by the Chief and the entire department will also be valuable in forging closer and more effective relationships with constituents.

The new Fire Chief will be a progressive, creative and inspirational leader and positive role model, with strong operational management and administration skills. She/he will be a creative problem solver with a positive, energetic and “get-it-done” spirit, and incorporate an inclusive and contemporary management style. A strong command presence, with excellent verbal, written and listening skills, as well as the ability to effectively interact with policy makers, the community and the citywide organization is a requirement for this position. The Chief will be an able, yet reasonable, advocate for department needs, but will understand and appreciate the broad spectrum of needs to be addressed in meeting City Council goals for the organization. In doing so, the new Chief will provide innovative alternatives beyond just the traditional fire service models.



The selected candidate will have three or more years of command and administrative experience at the Battalion Chief level or higher, and possess a broad knowledge of fire services, emergency management, and expertise in emergency medical services (paramedic & advanced life support delivery systems). A Bachelor’s degree from an accredited college or university with major course work in fire science, public or business administration, or a closely related field is required. An MA/MS degree is preferred and completion of the National Fire Academy Executive Officer program or California Chief Officer Certification is highly desirable.