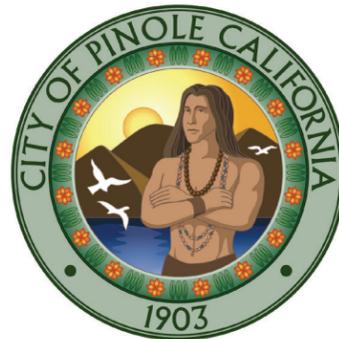


Compensation and Benefits

The City of Pinole offers a competitive salary and benefits package. The salary for this position pays up to \$159,900 annually, dependent on qualifications. The benefits package includes:

- ◆ Retirement: PERS - Benefit based on CalPERS membership status at time of hire:
 - Classic PERS Member: 3% @ 55, single highest year. Employee pays 9% of employee share and 9.3935% of employer share for a total of 18.3935% for FY 15/16.
 - New PERS Member: 2.7% @ 57, 3-year final compensation. Employee pays own share of 11.5% for FY 15/16.
- ◆ Health Insurance: Selection from PERS Medical Plans, City pays up to the 2014 Kaiser rates, based on family status, and employee pays the difference. Employees with alternate medical insurance may be eligible to receive in-lieu payment between \$225-\$600. Retiree medical—City participates in the CalPERS Vesting Schedule.
- ◆ Dental Insurance: Delta Dental, 80/20 plan, City pays entire premium for family coverage.
- ◆ Vision Insurance: City pays entire premium for family coverage.
- ◆ Vacation: Accrues at the rate of 96 hours annually during first four years of employment. Increases to the rate of 144 hours annually during years 5-9 and to 160 hours annually between years 10-15. Employee may cash out up to 52 hours provided a minimum of 160 hours is accumulated.
- ◆ Holidays: 11 paid holidays plus 12 hours of floating holiday.
- ◆ Sick Leave: Earned at 8 hours per month.
- ◆ Administrative Leave: 96 hours annually (up to 64 hour may be cashed out).
- ◆ Uniform Allowance: City pays \$800 annually for uniform and safety shoe allowance.
- ◆ Life Insurance: City pays entire premium for \$40,000 term life and AD+D policy.
- ◆ Deferred Compensation Plan: Voluntary 457 plan available.
- ◆ Short and Long Term Disability: City pays total premium.
- ◆ Social Security: The City of Pinole does not participate in Social Security.



The Process

To pursue this unique and exceptional career opportunity, please forward electronically, a letter of interest, your resume, salary history and contact information including email addresses for five work-related references (who will not be contacted until mutual interest is established) to:

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



The final filing date for this recruitment is February 12, 2016. Preliminary interviews will take place with Avery Associates immediately following the close date. Selected candidates are expected to interview with the City of Pinole by mid-March. An appointment will be made by mid-April and a start date is expected in the time frame of early May.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424.

Fire Department



our mission:

to provide for the safety
and welfare of the public
through preservation of
life, property,
and **the environment**

The City of Pinole



*invites your interest
for the position of*

Fire Chief

The Community

The City of Pinole is located in the beautiful San Francisco Bay Area, on the shores of San Pablo Bay in West Contra Costa County. Interstate 80, which traverses the City, connects the San Francisco/Oakland metropolitan area with Sacramento and points east. Pinole is linked to central Contra Costa County including the cities of Martinez, Concord, and Pleasant Hill by State Route 4, which begins just north of the City and connects with Interstate-680.



The City of Pinole has a diverse population of over 19,000 and a land area of more than four square miles. Much of the land has gently rolling hills with steeper hills paralleling on the north and south. The downtown area still retains many turn-of-the-century building stock and is being preserved by the City as a historic area. In addition to its natural setting, the City of Pinole is known for its rich architectural heritage and historic past. Elevation in the City ranges from sea level to 500 feet above sea level. The climate is mild, with no extremes of temperature, rainfall or humidity.

City Government and the Fire Department

The City of Pinole was incorporated in 1903 as a General Law city that functions under a Council-Manager form of municipal government. The City Council is comprised of five members elected at large to four-year terms. The Mayor is rotated among the Council on a yearly basis. In addition to Council Members, the City Treasurer is also an elected position.

The City employs approximately 111 full and part-time employees with a FY 2015-16 General Fund budget of almost \$13 million. Under the leadership of the City Manager and Assistant City Manager, are the six City departments of Administration, Development Services, Police, Fire, Finance and Recreation. Fire Department operations are provided by a staff of 15 (including the Chief) with an annual operating budget of \$3.3 million.



Operating from Station 73, the Fire Department responds to approximately 2200 incident calls annually. Pinole is also one of three fire departments that participate in Battalion 7 in West Contra Costa County.

The Position and Ideal Candidate

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 position has responsibility over all activities involving fire prevention, suppression, fire safety, hazardous materials and emergency preparedness, and administration. In reporting directly to the City Manager, the Chief must provide exceptional leadership to a department and environment that has been significantly impacted by the difficult economic circumstances of the City. This will require an active, involved and visible leadership style with strength of character that relies on empathy, integrity, honesty and direct communications.



Key priorities include the need to maintain a close connection and communications with the City executive management team, while fostering a positive departmental environment of respect, engagement and active visibility within the fire service. The importance of organizational relationships is paramount to success in this role and will require a progressive and strategic leadership style that reflects values such as collaboration, team and mutual respect. A focus on mentorship and staff development in expanding career paths, especially into command role positions, will be a key aspect of succession planning for the department.

A strong command presence, with excellent verbal, written and listening skills, as well as the ability to effectively interact with the City Manager, policy makers, the community, Pinole Fire Department staff, the citywide organization, and colleagues in other regional Fire Departments, especially those in Battalion 7/West Contra Costa County, is a requirement for this position. The ideal candidate will be an exceptional leader, a creative problem solver with a positive, energetic and “get-it-done” spirit and a management style based on empowerment, accountability and results. The Chief will be a reasonable advocate for department needs, but will understand and appreciate the broad spectrum of needs to be addressed in meeting goals for the entire City organization.



The selected candidate will have three or more years of command or supervisory experience in the fire service, and possess a broad knowledge of fire services, fire prevention, and emergency management. A Bachelor's degree from an accredited college or university with major course work in fire science, fire administration, or a closely related field is required. An AA degree and certification as a California Chief Officer or completion of the National Fire Academy Executive Officer program may be substituted for the four-year degree requirement.