

Compensation and Benefits

The salary for the Fire Marshal is \$126,010 - \$153,164 annually. Placement in the range will depend on qualifications. This position is covered by the Key & Management Group – Division Head, which includes the following competitive benefits package:

- ◆ **Retirement:** California Public Employee Retirement System (CalPERS) plan, which offers reciprocity between agencies. Classic employees receive a defined benefit pension based on the 2.5% @ 55 formula. Classic tier II employees, who have been in the CalPERS system and are new to the City of Newport Beach, will receive a 2% @ 60 formula. Employees new to the City and CalPERS, and do not belong to a reciprocal agency of CalPERS, will receive the tier III formula of 2% @ 62.
- ◆ **Cafeteria Plan:** \$1,725 monthly cafeteria allowance to purchase medical, dental and vision insurance.
- ◆ **Technology Allowance:** Monthly smart phone plan and equipment stipend.
- ◆ **Flex Leave:** 156 hours up to a maximum of 260 hours annually based on years of service.
- ◆ **Administrative Leave:** Up to 80 hours per calendar year at the discretion of the City Manager.
- ◆ **Holidays:** Equivalent to 12 paid holidays per year.
- ◆ **Life Insurance:** \$50,000 in City-paid coverage.
- ◆ **Section 457 Deferred Compensation Plan:** Optional for employee contribution.

The City of Newport Beach is an equal opportunity employer.

The Process

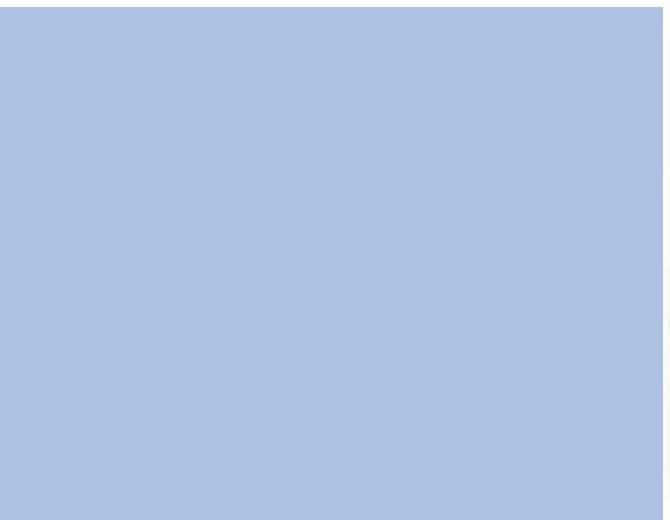
To be considered for this exceptional career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be called until after an interview takes place).

Bill Avery or Bill Lopez
Avery Associates
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Los Gatos, CA 95030
E-mail: jobs@averyassoc.net



The final filing date for this recruitment is September 14, 2018.

If you have any questions or wish to further explore this opportunity, please contact Bill Avery at 408.399.4424 or bill@averyassoc.net or Bill Lopez at 408.888.4099 or williaml@averyassoc.net.



The City of Newport Beach

*invites your interest
for the position of*

**Fire
Marshal**

The City of Newport Beach

The City of Newport Beach is one of Southern California's most picturesque and popular beach communities. Located in the center of coastal Orange County – with Los Angeles to the north and San Diego to the south – Newport Beach offers one of the finest climates in the Nation. The City is also known for its fine residential neighborhoods, strong business community, quality school system, vast recreational opportunities, beautiful beaches, excellent dining, and world class shopping districts.



The City has a permanent population of over 86,000 residents. During the summer months, the City population can grow to more than 200,000 with daily visitors. In the heart of the City is Newport Bay, where more than 4,500 boats are docked within the harbor. The Bay and City's eight miles of ocean beaches offer outstanding fishing, swimming, surfing, and aquatic sports activities. Area schools, including the University of California, Irvine (just outside the City's border), are among the best in California. Eight other colleges are within a 30-mile radius.

Community attractions include Crystal Cove State Park, the historic Balboa Pavilion, two ocean piers, white sandy beaches, extensive bikeways, Fashion Island/Newport Center, the Resort at Pelican Hill, plus many fine dining establishments.

City Government

As a charter city, Newport Beach is governed by a seven-member City Council, operating under a council/manager form of government with a proposed 2018-19 operating budget of approximately \$291 million. The City employs 726 full-time employees and over 450 part-time and seasonal employees. Newport Beach has a history of impressive financial strength with current General Fund reserves exceeding \$47 million and currently holds an AAA implied General Obligation rating with each of three major rating agencies.



The Fire Department

The Mission of the City of Newport Beach Fire Department is to protect life, property, and the environment with innovative professionalism and unparalleled service excellence. The Fire Department focuses on engaging the community through prevention, preparedness, and collaboration on programs and services designed to meet the current and future needs of the Newport Beach community and visitors.

The Fire Prevention Division consists of one (1) Civilian Fire Marshal and four (4) full-time Life Safety Services Specialists. The primary focus for the Division for the next two years will be to:

- ◆ Provide a "platinum" level of customer service

- ◆ Work collaboratively to coordinate Fire Prevention activities with Community Development
- ◆ Coach, motivate and mentor staff; develop a succession plan for the Division
- ◆ Work with outside consultants and contractors to improve service levels
- ◆ Review the Charter of the City of Newport Beach, Title 9- Fire Code

The Position and Ideal Candidate

This newly created civilian position will serve as the Division Chief of Fire Prevention within the Fire Department, reporting directly to the Fire Chief and receiving technical direction from the Community Development Director while working closely with the Chief Building Official. The Fire Marshal directs and coordinates the operations and delivery of fire prevention, fire inspection, plan checking, and hazardous materials management services in collaboration with the Community Development Department (CDD). He/she will perform field inspections and assist at the public counter with plan reviews on a variety of projects ranging from single-family residential dwellings to high-rise and other large developments. The incumbent will also attend senior staff meetings in both Fire and Community Development Departments.

A successful candidate will have a firm understanding of pertinent Federal, State and local laws, and regulations including City of Newport Beach fire safety codes, California Fire Code, NFPA Standards and EPA regulations pertaining to hazardous materials. This candidate will 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. The ideal candidate will be innovative, flexible and solution-oriented with a proven record of accomplishment, teamwork, conflict resolution, and exceptional customer service. He/she will 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.



This position requires five (5) years of progressively responsible experience in fire prevention services, including experience in fire code enforcement, plan review, hazardous materials management, and fire education, two (2) years of administrative and supervisory responsibility, and education equivalent to completion of a Bachelor's degree (120 units) in Fire Science, Engineering, Public Administration, or a related field are required. Possession of a California Class C driver's license, International Code Council (ICC) Fire Inspector II Certification or Fire Plans Examiner are also required. Registration by the State of California as a Fire Protection Engineer, Fire Marshal, or Fire Prevention Officer are highly desirable.

