



FIRE & EMS CHIEF

Village of Johnson Creek, WI

ACTIVELY RECRUITING





VILLAGE OF JOHNSON CREEK, WI FIRE & EMS CHIEF

The Village of Johnson Creek (pop. 3,398) is an attractive, rapidly growing Wisconsin community known as the "Crossroads With A Future" due to its convenient location at the intersection of Interstate 94 and State Highway 26. Known for its small-town charm atmosphere with the convenience of big city amenities, Johnson Creek is in the heart of Jefferson County's growth.

The Village is seeking an exceptional, experienced, and professional leader as their Fire & EMS Chief. The Village of Johnson Creek's Fire & EMS Department is proud to provide quality services to a community that values the neighborly care that has been its hallmark. The next Fire & EMS Chief will continue to provide an excellent level of service to a community that embodies the spirit of small-town charm in an ever-growing environment.



JOHNSON CREEK

Cross roads With A Future





ABOUT THE VILLAGE OF JOHNSON CREEK

The Village of Johnson Creek is ideally located between Milwaukee and Madison on Interstate 94. Known as the "Crossroads With A Future," Johnson Creek also intersects with State Highway 26 between Oshkosh and Janesville. With continued growth over the past 20 years, the Village's population went from 2,020 residents in 2000, to 2,738 residents in 2010, and 3,398 residents today. The population is projected to continue growing as the Village has approved a 128-unit multifamily project anticipated to begin construction this year, with another 56 unit project conceptually approved and awaiting final funding confirmation. Currently, the 3,398 residents make up 1,134 households with a median home value of \$267,700 and average household income of \$92,826.

There are a number of major businesses located in Johnson Creek, including TREK's Global Distribution Center, Doosan Bobcat, MasterMold, Saelens Corporation, JWR, and more. Plus there are great tourism assets including Wisconsin's Number One Truck Stop at Pine Cone Plaza, three major motorsport dealers, the Frank Lloyd Wright Protege-designed Hi-Way Harry's Steakhouse, and currently five community parks, with our newest park including several family friendly amenities and easy kayak access to the Rock River.



Median Home Value
\$211,052



Average Household Income
\$92,826



Demographics
White: 86.4%, Asian: 4.3%, Hispanic: 3.7%, African American: 1.7%, Other: 3.9%

Median Ages
Male: 35
Female : 35



Originally formed in 1892, and becoming a Village of Johnson Creek Department in 2006, Johnson Creek Fire & EMS provides fire and EMS operations for the Village of Johnson Creek and several neighboring communities. Here is a snapshot:

ABOUT THE JOHNSON CREEK FIRE & EMS DEPARTMENT

- In addition to the Chief, we have two full-time Paramedic-Firefighters on staff, one of whom serves in an Assistant Chief role. The remaining 30 members (operations staff) are paid on call. The Fire Chief is supported by their command staff, which includes two Assistant Chiefs, two Captains, and three Lieutenants. Several personnel are cross trained in fire & EMS to serve in either role. The chief is appointed by the Johnson Creek Fire & Police Commission.
- The Village owns two engines (delivery of a replacement engine expected in April of 2024!), two tenders with a combined water carrying capacity of 5,000 gallons for rural responses, one heavy rescue squad, one 4-wheel drive F-350 brush truck, two utility vehicles (ATV/UTV) with treads for extreme terrain, two command cars, two ALS/paramedic-equipped ambulances, and operates from the Fire House located at 120 S Watertown Street.
- The Village provides fire protection services to the Town of Aztalan, Town of Farmington, Village of Johnson Creek, Town of Milford, and the town of Watertown.
- E911 communications and dispatching are provided by the Jefferson County Sheriff.
- The department had 677 calls for service in 2023; consisting of 538 EMS calls and 139 fire calls.
- Training for both fire & EMS is usually provided in house, but current members have received FEMA-sponsored training from the National Fire Academy, as well as training from Texas A&M University. Members receive regular training from regional experts in fire & rescue techniques and medical direction from Aurora-Summit.
- The 2024 Fiscal Year budget for Fire & EMS is \$1,016,822.



The Fire Chief performs under the general direction of the Village Administrator to lead, supervise, plan and direct fire prevention, fire suppression, emergency rescue, emergency medical service, and training activities of the Fire Department while exercising discretion and independent judgment.

- Responsible for the overall operations of the Department, including the oversight of EMS scheduling.
- Responsible for ensuring exceptional efforts are being made for employee recruitment and retention and establishing an employee orientation program.
- Shall develop, participate, and instruct the department's training program and encourage staff development outside of department trainings.
- Shall attend Police & Fire Commission meetings, staff meetings, Village Board Meetings, and any other committee or commission meetings as requested or needed.
- Collaborates with appropriate staff to recommend the purchase of fire suppression, rescue, and EMS apparatus and equipment.
- Incorporates Village plans, goals and resources as they lead in the strategic planning and goal setting for the Fire Department.
- Leads in the establishment of policies and procedures for the organization in order to implement directives from the Village Board.
- Leads in the formulation, issuance, and enforcement of Fire Department rules, regulations, and procedures in accordance with applicable Village policies for all employees; handles grievances, maintains discipline, and the general conduct of assigned personnel.

HIGHLIGHTED DUTIES & RESPONSIBILITIES

- Leads in enforcing applicable federal, state, and municipal fire codes, and NFPA codes and standards.
- Attends schools, conferences, and other meetings to keep abreast of current trends in the field; represents the Fire Department in a variety of local, county, state, and other meetings. Shall generally be available for off-hour meetings, phone calls, and special assignments, and attend extra training and meetings as required for the position.
- Responds to calls and commands Fire and EMS activities at emergency scenes, or perform the work of subordinate personnel as required and/or when needed.
- Recommends appointments, promotions, suspensions, and terminations to the Police and Fire Commission.
- Responds to fire, and rescue calls and performs command responsibilities, suppression, rescue, and ventilation in compliance with the Fire Department's policies and procedures.
- Functions within the Incident Command System.
- As a team member, assesses and coordinates the resources and personnel to facilitate safety.
- Supervises Assistant Chiefs and assists with the supervision of Captains, EMTs, Paramedics, Firefighter/EMTs, Firefighter/Paramedics, and other Department personnel.
- Supervises firefighters, firefighting teams, rescue teams, and/or EMTs during emergency and non-emergency operations.
- Proactively engages in community outreach for the Department and community.



ADDITIONAL DUTIES

- Shall be responsible for being in command at emergency scenes. If not available, is responsible for making sure appropriate staff are available to respond to calls and operate as Command at scenes.
- Ensure fire officers are completing assigned tasks, ensuring accountability and follow through.



ENTRY REQUIREMENTS & SKILLS

- United States Citizenship and a high school diploma or equivalent.
- College course work or equivalent experience. Bachelor's degree in Fire Science or related field preferred.
- Posses a valid Wisconsin driver license and be insurable to operate Fire Department vehicles and equipment.
- Ability to understand and carry out written and verbal instructions.
- Shall possess robust management skills and experience, including comprehensive knowledge and skills related to budgeting practices, policies, and procedures; as well as personnel management policies, processes and procedures.
- Proven leadership capabilities.
- Ability to maintain a favorable working relationship with co-workers, Fire Department personnel, the officials of other jurisdictions, the community, and the general public.

REQUIRED QUALIFICATIONS AT TIME OF APPOINTMENT

- Emergency Medical Technician-Basic minimum with Emergency Medical Technician-Advanced or Paramedic preferred. Must be Certified in Wisconsin, or able to obtain Certification.
- Five (5) years officer experience at the Command level of a combined Fire/EMS service Department. 10 years of total service preferred.
- State of Wisconsin Certified: Firefighter I and II; Driver/Operator-Pumper; Officer I; Emergency Services Instructor I (successful completion of WTCS course accepted).
- CEVO/EVOC Training.
- NIMS 100, 200, 700, and 800.
- State of Wisconsin Certified Fire Inspector I preferred

**Applicants who hold a certificate bearing the seal of the International Fire Services Accreditation Congress (IFSAAC), Pro-board Equivalent, and/or applicants certified by the National Registry of Emergency Medical Technicians at the AEMT or Paramedic level, but who are NOT certified by the State of Wisconsin are highly encouraged to apply and submit supporting documentation of engagement in the State of Wisconsin reciprocity process.*



REQUIRED QUALIFICATIONS WITHIN TWO YEARS OF APPOINTMENT

- NIMS 300 and 400
- State of Wisconsin Certified Fire Inspector I
- State of Wisconsin Certified Fire Officer II (as negotiated)
- Continuing Education - Chief Officer Training (as negotiated)

RESIDENCY

- Residency within 15 miles of the Village of Johnson Creek Municipal Boundaries within a negotiated time frame required. Residency within the fire district service area is encouraged with residency within the Village of Johnson Creek preferred.

WORKING CONDITIONS

FACILITY & WORK AREA:

- Johnson Creek Fire/EMS response area and fire station.
- Workplace environment that may be confined.
- Exposure to extreme cold and normal, or hot and normal temperature changes.
- Contact with water or liquids.
- Exposure to loud noises with a minimum of 90 decibels and vibrations from tools, equipment, machinery, etc.
- Exposure to hazardous conditions such as mechanical, electrical, chemical, burns, explosives, heights, physical injury, and fast-moving vehicles.
- Exposure to atmospheric conditions such as fumes, gases, noxious odors, dust, and poor ventilation.

PHYSICAL DEMANDS:

- Standing, walking, and sitting.
- Stooping, crouching, reaching, and crawling (searching)
- Running, climbing, balancing, and bending/twisting.
- Able to verbally communicate in English.
- Meet the Eyes and Vision Requirement of N.F.P.A. 1582.
- Lifting, carrying, pushing/pulling up to, but not limited to 100lbs by self, up to 250lbs with assistance.
- Handling and grasping.





MEDICAL

Applicants will be required to submit a medical examination consistent with the requirements of the position, which will include drug testing, after an offer of employment and prior to appointment. This medical exam is designed to reveal any medical condition that might put the Fire Chief at increased risk to self or others as a result of certain exposures or activities and to exhibit freedom from any physical, emotional, or mental condition which adversely affects the performance of duties as a firefighter in the essential functions of employment, with reasonable accommodation.

SALARY & BENEFITS

- Salary Range: \$65,000 - \$80,000 depending on qualifications.
- The Village of Johnson Creek participates in the Wisconsin Retirement System, State of Wisconsin Health Insurance, 100% Employer Paid Dental, Life Insurance, Disability Insurance, vacation and sick time, 10.5 paid holidays, and participates in the employee contributed Wisconsin Deferred Compensation Program (457 Plan).



JOHNSON CREEK

Crossroads With A Future



APPLICATION & SELECTION PROCESS

Qualified candidates may submit application materials, including a cover letter, resume, Village application and release form to villageadministrator@vi.johnsoncreek.wi.gov. The first round of review will begin with those materials received by the end of day on March 4, 2024. We will continue to accept applications until the position is filled. Please contact Village Administrator Kyle Ellefson at villageadministrator@vi.johnsoncreek.wi.gov or 920-699-2296 x101 with any questions.

For more information on the Johnson Creek Fire Department, visit www.johnsoncreek-wi.us.

The Village of Johnson Creek is an Equal Opportunity Employer, in compliance with the Americans with Disabilities Act, we provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.