



# Short Creek Joint Fire District

**P.O. Box 33**

**Adena, Ohio 43901**

Dan Cermak, Trustee, Chairman

Brianne Nidle, Trustee

Marla Brokaw, Trustee

Sally Patton, Fiscal Officer / Clerk

## EMS Administrator/Fire Chief Position Posting

Short Creek Joint Fire District, a volunteer and full time Joint Fire District, located in Southwestern Jefferson County, Ohio, is seeking applicants for the position of EMS Administrator/Fire Chief. This is a paid position reporting to the Fire District Board of Trustees. The Administrator/Fire Chief is responsible for planning, organizing, directing, and administering all operations of the Fire District. This includes EMS administration, as Fire Chief directs our Volunteer Fire Fighters, public relations, management of budget, personnel (paid EMT's & Volunteer FF), supplies, equipment, structures, and compliance/enforcement of regulations, policies and procedures, fire suppression, fire investigations, fire prevention, hazardous material response, rescue, emergency medical services and all aspects of emergency services.

This position requires thorough knowledge of Emergency Medical Services and protocols. A knowledge of modern firefighting methods and techniques and ability to apply this knowledge to various fire control and fire prevention problems. Thorough knowledge of the use and operation of a wide variety of firefighting equipment and apparatus. The ability to plan, assign, and coordinate the work of a group of volunteers and paid employees engaged in fire prevention and fire control, emergency medical service activities. Considerable knowledge of EMS administration and the ability to maintain discipline, to lead and command effectively, and direct EMT's and firefighters and equipment under emergency conditions.

The successful candidate must possess a high school diploma or equivalent. Minimum of 6 years of extensive experience in firefighting work of a progressively responsible nature, serving at least 3 years as chief officer. Must have and maintain a valid Ohio driver's license.

Certification in the State of Ohio as the following:

Firefighter Level 1, Emergency Medical Technician Basic, NIMS 100,200,700

**Send Resume by May1st, 2023 to:**

**Dan Cermak, Chairman**

**Short Creek Joint Fire District**

**POB 33**

**Adena, Ohio 43901**