

**The Livermore-Pleasanton Fire Department
Is Seeking An Accomplished Professional To Serve As Its
FIRE MARSHAL**





THE COMMUNITIES

Livermore, (population 80,723), is located approximately 40 miles east of San Francisco, in the heart of the Tri-Valley region of Alameda County. The community enjoys a quality of life unique in the Bay Area with growing scientific and technology industries, a low crime rate, excellent public schools including a community college, safe peaceful neighborhoods, elegant wineries and other cultural amenities, four golf courses and numerous parks and open space. The residents consistently rank Livermore as a superior place to live, work and do business and appreciate high quality, responsive public services. While downtown Livermore has always been the heart of the community, it has undergone a significant revitalization effort that has resulted in a “people-friendly” area. It now includes a ten-screen movie theatre, a performing arts theatre and numerous shopping attractions with emphasis on arts and entertainment.

The City of Pleasanton, with a population of just over 70,000, has the well-deserved reputation of being one of Northern California’s premier communities to live, work and raise a family. Situated 45 minutes southeast of San Francisco, Pleasanton is easily accessible due to its close proximity to two major highways (I-680 and I-580) and the BART system. A number of well-known companies (Kaiser Permanente, Safeway, Oracle and Roche Molecular Systems to name a few) have a major presence in Pleasanton, whether on their own campuses or in one of the City’s many business parks. The City boasts a highly educated and skilled workforce and is often referred to as the “second Silicon Valley”.

Shopping opportunities abound in both cities, from the very successful and diverse regional mall, the Stoneridge Shopping Center, to Pleasanton’s historic downtown to the Livermore Premium Outlets. Each is a pedestrian friendly destination, including unique boutiques and tempting restaurants. Many events are held under the Pleasanton arch in downtown, which has become a gathering place for its residents.

The strong community heritage in Pleasanton is seen in its appealing, family-oriented neighborhoods with well-cared for homes and manicured parks and trails. In addition, Pleasanton and Livermore are very proud of their schools and recreation is diverse and abundant in the area.

THE DEPARTMENT

The Livermore-Pleasanton Fire Department (LPFD) has a strong dedication to safety, dignity and respect for all. The Department was formed through a Joint Powers Agreement and serves a combined residential population of approximately 150,000. There are 10 stations, 107 suppression personnel, 8 engine companies, 2 Quint/ladder units and a mix of 3 to 4 person crews. First responder paramedics are staffed on all 10 companies. Last year, the Department handled over 11,000 calls for service.

The Department provides specialty rescue and hazardous materials response units, a large fully equipped training facility, maintains a certified Rescue Systems One training site and has specialized rescue equipment.

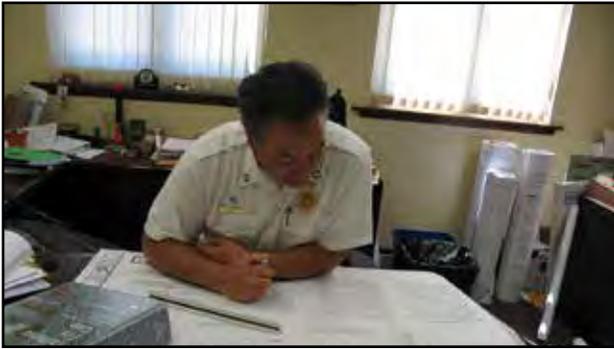
The Department has a large, full service fire prevention bureau, including five Inspectors responsible for Fire and CUPA hazardous materials enforcement. The Department’s diverse public education program demonstrates its approach and commitment to fire safety. Serving Community Development in both Cities is a unique and challenging opportunity, and requires a strong, common sense approach to Code Enforcement and Development Planning.

To learn more about Department, visit its website at www.cityoflivermore.net/citygov/fire

THE POSITION

Under the general direction of the Fire Chief, the Fire Marshal is responsible for supervision of the Fire Prevention Division and assigned personnel; coordinates comprehensive Fire Code and Fire Protection Ordinance adoption, inspection, plan checking, and enforcement; coordinates regulations of the State Fire Marshal, all State/Federal fire safety codes and regulations; administers permit, license, developer fee, hazardous materials, private fire alarm systems and Fire Company Inspection Programs (FCIP); and performs other duties as required. The Fire Marshal manages a staff of seven, which includes an Assistant Fire Marshal, five Inspectors, and an Emergency Preparedness Coordinator.





Example of Duties:

- Coordinates fire activities within the department, with other City departments, outside agencies and related businesses
- Maintains inspection schedules and records on all commercial, industrial, institutional, and sprinklered occupancies in the Cities
- Prepares, recommends for approval and monitors fire prevention and hazardous materials budgets
- Provides accounting and administration of permit and developer fees
- Develops and implements a hazardous materials enforcement and mitigation program; directs fire safety public education for special events
- Coordinates, directs, and participates in fire cause investigation of all fires, as necessary
- Reviews City emergency plans/leads updates
- Manage public education/community outreach program
- Updates knowledge regarding the latest technologies, methods, and techniques for improving system performance
- Plans for future staffing needs
- Establishes priorities for frequency and intensity of inspections
- Supervises, evaluates, disciplines and recommends the hiring of division staff
- Confers with department management in establishing priorities and operating policies and in solving organizational and personnel problems
- Prepares reports regarding division activities and programs
- Utilizes personal computer to perform word processing, spreadsheet and specialized functions

IDEAL CANDIDATE PROFILE

The Department is seeking a seasoned professional with exceptional leadership and management skills who also possesses the ability to deal effectively with the sometimes challenging and highly charged environment of fire protection and building safety. The successful candidate will bring outstanding technical skills coupled with a track record of providing well-researched and sound counsel and up to date

information allowing senior management the ability to get to 'yes'. Candidates possessing the required specifications and from a wide spectrum of backgrounds are encouraged to apply.

QUALIFICATIONS

Knowledge of:

- Modern management principles and practices
- Effective supervision techniques
- Problem solving and negotiating techniques to resolve disputes
- Accepted design and construction of fire protection systems
- Principles of plan checking and code writing compliance requirements
- Effective communication principles
- Federal, state, regional, county and municipal codes, ordinances, standards, regulations and laws related to fire prevention and hazardous materials
- Computer operating systems and software applications
- Fire cause investigation practices and techniques will be necessary, but not mandatory upon hire
- Fundamentals of hazardous materials emergency planning, mitigation and safety will be necessary, but not mandatory upon hire

Skill to:

- Manage complex programs
- Conduct thorough and comprehensive investigations of suspicious fires and hazardous materials incidents
- Effectively supervise and direct the activities of subordinate personnel
- Read and interpret plans, proposals, system design and review calculations
- Write clear, concise code and permit requirements
- Prepare and administer budgets
- Maintain evidence
- Prepare crime reports and court documents
- Relate effectively to those contacted in the course of work



- Set priorities
- Communicate effectively, both orally and in writing
- Read and interpret laws and regulations and make recommendations for implementation and/or compliance
- Utilize computers and computer software to perform word processing, spreadsheet and specialized functions
- Manage projects and programs

Education and Experience:

A Bachelor's degree from an accredited college or university supplemented by technical courses in state law, local ordinance, and Uniform Fire Code interpretation and enforcement and five years of increasingly responsible supervisory experience in municipal fire prevention, community development, plan checking, code enforcement, and public education, with three years in a management position is expected. Computer system experience is preferred.

Certification:

A Uniform Fire Code Inspector Certification from the State Fire Marshal or Western Fire Chief's Association/ International Conference of Building Officials; 832 PC [Penal Code] certification must be obtained within one year of the date of hire. Chief Officer Certification from the State Board of Fire Services is desirable

COMPENSATION AND BENEFITS

The salary range for this position is competitive and negotiable commensurate with experience and will be based on a candidate's career history, credentials, and accomplishments. An excellent benefit package includes CalPERS [3%@55 for Classic Members, Employee pays 9%] retirement.

APPLICATION AND SELECTION PROCESS

The final filing date is **Sunday, January 12, 2014**. To be considered for this exceptional career opportunity, please immediately submit a cover letter with current salary, resume [with months/years of employment and size of staff and budgets managed], and a list of six professional references to:



Pam Derby
 CPS EXECUTIVE SEARCH
 241 Lathrop Way • Sacramento, CA 95815
 Tel 916.263.1401 • Fax 916.561.7205
 Email: resumes@cpsshr.us
 Website: www.cpsshr.us

ABOUT THE FIRE CHIEF

James Miguel joined the Livermore-Pleasanton Fire Department as Fire Chief in July 2010. Jim came to the Department with nearly 28 years of fire service experience, eight years of which he served as Fire Chief with the Modesto Fire Department. In his last year in Modesto, Jim served as the Deputy City Manager. Chief Miguel is an advocate for professional development and continuous learning. He has earned a Bachelor's degree in Fire Administration, a Master's degree in Executive Leadership, and is a graduate of the National Fire Academy's Executive Fire Officer (EFO) Program. Jim serves as adjunct faculty for Cogswell Polytechnical College, teaching Organizational Leadership and several other fire service topics.

Since his appointment as Fire Chief in 2010, Chief Miguel has worked with labor and management to implement policies and programs designed to achieve operational excellence, foster interpersonal and strong community relationships, develop a sustainable organization, and become a regional leader in the fire service.

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be interviewed by the consultant on an ongoing basis as resumes are received. The most qualified candidates will be referred for interviews with the Department. The Department anticipates making an appointment to the position following the completion of reference and background checks.



*The Livermore-Pleasanton Fire Department
 is an Equal Opportunity Employer*