



"Providing a Safer Community"

FIRE CAPTAIN

RANCHO ADOBE FIRE PROTECTION DISTRICT



The Community

The Rancho Adobe Fire Protection District is geographically located 10 miles south of the City of Santa Rosa, in the County of Sonoma. The district provides services to the town of Penngrove, City of Cotati and unincorporated areas of Petaluma, Rohnert Park, Santa Rosa and Sebastopol. The district's emergency response area is approximately 86 square miles with a population of approximately 25,000 people.

With more than 425 wineries, miles of rugged Pacific coastline, towering redwood forests, and its close proximity to San Francisco's Golden Gate Bridge, Sonoma County is a traveler's dream vacation spot in California. Sonoma County represents the best of Northern California — premium wine, farm-to-table dining, unique resorts and spas, and over 50 state and regional parks.

The City of Cotati has long been known as the "Hub of Sonoma County" and rich in culture, arts and fine dining. The City has a population of approximately 7800 residents. Cotati is surrounded by vineyards, parks and yearly festivals, with perhaps the most well-known being the Accordion Festival held in August of each year. It is also home to Sonoma State University, which currently has a student enrollment of 8500. Within the campus of Sonoma State University sits the beautiful Green Music Center. The Green Music Center campus includes the 1,400-seat Weill Hall, the intimate 240-seat Schroeder Hall, as well as the highly unique summertime concert-going experience of Weill Hall + Lawn.

Penngrove is a small town of 2800 residents and a unique place to work and live, settled amongst beautiful rolling hills and vineyards. The town hosts a variety of events each year at the Penngrove Park, most notably the 4th of July Parade and BBQ, which draws a large crowd for a day of fun and celebration.

The Organization

The district covers this large area using three strategically located stations. The three fire stations operate 24 hours a day, 7 days a week are located in Cotati, Penngrove and the Liberty Valley of Petaluma. The district name was derived from the word "Rancho," from the Rancho Cotati Land Grant in the City of Cotati and "Adobe," from the Adobe Fort located within the Penngrove community. The Rancho Adobe Fire Protection District was established in 1993 with the merging of the Cotati Fire Protection District and the Penngrove Fire Protection District. At the end of the first year of the merger between the two fire districts in 1993 the call volume was approximately 1,000 calls for service. In 2017, the district responded to over 2,500 calls for service, an increase of 5% per year since 1993. The Rancho Adobe Fire Protection District supplements work force through automatic and mutual aid agreements with neighboring fire departments.

The District is a combination fire district, which has a full-time paid staff that is supplemented with part-time firefighters, volunteer firefighters and support volunteer members of the community. There are 16 full-time staff, 25 part-time firefighters, two volunteer firefighters, one part-time Fire Chief and one full-time Administrative Manager.

The members of the Rancho Adobe Fire Protection District have established themselves among their peers as a dedicated hard-working group of individuals delivering outstanding services to the community.

Core Values

I.C.A.R.E

Integrity: We adhere to high ethical principles and standards, basing our actions on doing the right thing

Courage: We have the moral and mental strength to do what is right even in the face of danger and personal or professional adversity

Accountability: We have the courage and honesty to accept responsibility for our actions

Respect: We value the differences in everyone we work with and serve and will treat them with dignity, courtesy, and respect

Empowerment: We are committed to providing the resources, support, and motivation to our members and those we serve

The Ideal Candidate

The ideal candidate will bring an extensive background in fire management and emergency services, a high degree of ethics and integrity, an ability to relate effectively with professional firefighters, department staff, other city leaders, elected officials and the public, and a strong commitment to maintaining and enhancing the quality of life in the neighboring areas. The candidate will also have strong communication skills, a personality which engenders confidence and trust, and a clear sense of direction as to what needs to be done to take a very effective department to even greater levels of accomplishment.

The skills that a successful individual should possess include:

- Active Leadership – Leadership beyond the doors of the fire station is critical and this energetic leadership should be evident to the Fire District and the community.
- Good Judgment – The ability to make decisions that are based on sound judgment.
- Progressive Spirit – Ongoing awareness of progressive fire methods and practices, leading the district in applying effective, 21st century solutions.
- Proactive Problem Solving – Inspiring staff to solve problems and recommend actions designed to prevent problems from occurring rather than reacting to singular incidents.
- Political astuteness – Working closely with various unique city managers, County Administrators and City Councils, while also remaining non-political.
- Positive Staff Relations – Establishing and maintaining a professional relationship with district employees, employee bargaining groups, as well as staff from neighboring cities.
- Fiscal Responsibility – Being skilled in budget management and implementation, the execution of financial goals, and the awareness of financial conditions within the district.

Minimum Qualifications

Time in Grade	Three years as a paid Engineer or agency qualified apparatus operator with a Fire District or Fire Department in California	
Education	<ul style="list-style-type: none"> • Firefighter 1 and 2 (CSFM) • EMT • ICS 200 / 300 • Company Officer Certification Or • Fire Officer Certification (old) • S 230 / 231 Crew • Valid CDL Class B or higher with appropriate endorsements or Class C with firefighter endorsement (*1) • Driver Operator 1A / 1B or Agency Qualified driver Operator (*2) 	<p>Title: Company Officer Certification As of December 31, 2016</p> <p>Educational Requirements: The following courses are required:</p> <ul style="list-style-type: none"> •Company Officer 2A: HR Management •Company Officer 2B: General Administrative Functions •Company Officer 2C: Fire Inspections and Investigation •Company Officer 2D: All-Risk Command Operations •Company Officer 2E: Wildland Incident Operations •Instructor I: Instructional Methodology

(*1) Candidates with a firefighter endorsed Class C license must obtain a CDL Class B with appropriate endorsements within six (6) months of hire date.

(*2) Candidates must be able to successfully complete the Rancho Adobe Fire district's Engineer Academy prior to the end of the probationary Period.

Compensation and Benefits

As an employee of the Rancho Adobe Fire Protection District, the base salary range for this position is \$6,777.48 - \$7,806.84 and is supplemented by the following benefits package that includes, but is not limited to:

Retirement: CalPERS 2.7% @ 57 ("New" Members) or 2% @ 50 ("Classic" Members)

Healthcare: Fully funded family medical (currently Kaiser H.S.A. \$0/\$2000 Plan with HSA funding to \$3,450/\$6,850), Vision, and Dental.

Sick Leave: Accrued at 6 hours per pay period, no limit.

Vacation Leave: Accrued at between 6 and 12 hours per pay period based upon years of service with the District. Vacation is capped at two and a half years' worth of vacation accrued.

Application and Selection Process

The closing date for this recruitment is 5:00 p.m. on Friday, November 30, 2018. To be considered for this opportunity, please see the 2018 Captain Assessment Center informational page located on our website: www.ranchofire.org for further information and process. Following the closing date, your portfolio will be screened in relation to the criteria found within the 2018 Assessment Center Captain document. The most highly qualified applicants will be contacted to schedule the next step in the process. A formal selection will likely be made in December, following completion of an extensive background, reference and credit checks. The start date is anticipated to be early January, 2019.