



# Belgium Cold Springs Fire District

8435 Loop Road  
Baldwinsville NY 13027

**Phone:** (315) 635-5136

**Website:** [www.bcsfd.org](http://www.bcsfd.org)

## Fire Chief

The Belgium Cold Springs Fire District, in the Town of Lysander, is looking to fill the position of Fire Chief with an energetic individual that has broad experience and education in the Fire and EMS service. Experience managing employees both paid and volunteer is a plus. Individual must be organized, detail orientated, able to multitask, dependable and able to work flexible hours. This position is part-time with the potential for full-time employment. We offer a competitive salary and benefits commensurate with the applicant's qualifications and experience.

Application Period: Posted 09/02/2022 until position filled. All applications will be kept for potential future vacancies.

## DUTIES

- Respond to fire alarms and other emergencies as needed; direct personnel at scene of incidents.
- Conduct and oversee performance reviews of career staff and volunteer assistant chiefs.
- Supervise career force of Firefighters, Emergency Medical Service personnel, Firehouse Caretakers, and volunteer members of the department.
- Assist with the development and implementation of in-service policies, public media, and work tasks.
- Assist the Fire District Commissioners and Treasurer in managing the annual fire district budget, including preparing budget estimates and controlling expenditures for all fire related district funds.
- Works with the District and Fire Department to develop and implement recruitment/retention programs.
- Attend District, Department, County and State fire service meetings, workshops and conferences.
- Prepares written materials for distribution to the staff and Board of Fire Commissioners.
- Assist Fire District Commissioners with the development and administration of long range plans and objectives for the fire district.
- Assist Fire District Commissioners with administration of board policies and procedures on a daily basis.

## MINIMUM QUALIFICATIONS

Ten (10) years of fire service experience, or its part-time equivalent, which must have included four (4) years of supervisory experience in a paid or combination fire department (paid/volunteer) at the chief or captain level  
AND

In accordance with New York State Civil Service Law Section 58-a

- Possess National Certification as a Fire Officer 3, pursuant to National Fire Protection Association (NFPA) 1021 Standard for Fire Officer Professional Qualifications;
- Maintain fitness standards in compliance with OSHA 29 CFR 1910.134 Respiratory Protection Standard, 29 CFR 1910.156 Fire Brigade Standard and any established by the Authority Having Jurisdiction (AHJ); and,
- The following education and experience may be substituted for NFPA 1021 Fire Officer 3 Certification, upon the approval of the State Fire Administrator:
  - a. NYS Supervisory Level I certification pursuant to 19 NYCRR 426.9 (i.e., NYS Fire Officer certification) and 10 or more years of service as fire chief in a civil service position; or
  - b. Possess National Certification as a Fire Officer 2, pursuant to NFPA 1021; and
    - 10 or more years of progressive supervisory responsibility in the field of fire or emergency services and 60 college credits; or
    - 5 or more years of progressive supervisory responsibility in the field of fire or emergency services and 120 college credits; or
    - 4 or more years of service as fire chief, in a civil service position; or
    - 4 or more years of service as a chief officer (Assistant Chief, Battalion Chief, Deputy Chief) in a civil service position and completion of the National Fire Academy Executive Fire Officer Program or the Center for Public Safety Excellence Chief Fire Officer designation.

## SPECIAL REQUIREMENTS

- Possession of a valid driver's license issued by the New York State Department of Motor Vehicles and a Basic New York State Firefighting Training Certificate at time of appointment.
- Candidates must obtain certification from the New York State Department of Health as an Emergency Medical Technician – Basic prior to successful completion of the probationary period for this position.

## APPLICATION PROCESS

- Belgium Cold Springs Fire District's Employment Application Form is required for all applicants seeking employment with the District.

The application can be found on our website **[BCSFD Employment Application Form](https://www.bcsfd.org/apply/)** or using the URL below:

**<https://www.bcsfd.org/apply/>**

- Please include the following items with all applications:
  - BCSFD Application
  - Cover Letter
  - Resume
  - Copies of professional licenses and certifications
  
- You can submit complete applications via email or mail using the information below:
  - **E-mail**
    - To: **District@bcsfd.org**
    - Subject: **Fire Chief Position**
  
  - **Mail (USPS/UPS/FedEx only)**
    - Belgium Cold Springs Fire District
    - Attn: Board of Fire Commissioners
    - 8435 Loop Road
    - Baldwinsville, NY 13027
  
- Potential candidates will be contacted after review of submitted material.

**Belgium Cold Springs Fire District is an equal opportunity employer. We are dedicated to a policy of nondiscrimination in employment. Employment with the Belgium Cold Springs Fire District is available without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation and/or other legally protected status.**