



**AGENDA OF THE
CRESCENT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

**SPECIAL MEETING
HELD
TUESDAY, APRIL 28, 2026
AT 5:00 P.M.**

Submit comments via ccfire@crescentcity.org; or submit a written comment by filing it with the Administrative Specialist at 255 W Washington Blvd, Crescent City, California 95531 prior to 5:00 pm, April 28, 2026. If you require a special accommodation, please contact Administrative Specialist, Vanessa Duncan at 464-2421.

1. OPEN SESSION

- 1.1** CALL TO ORDER
- 1.2** ROLL CALL
- 1.3** FLAG SALUTE

2. PUBLIC PARTICIPATION

Any member of the audience is invited to address the Board on any matter that is within the jurisdiction of the Crescent Fire Protection District. Comments of public interest or on matters appearing on the agenda are accepted. Note, however, that the Board is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. All comments shall be directed toward the entire Board. After receiving recognition from the Chairman, please state your name and city or county residency for the record. Public comment is limited to three (3) minutes. The public is additionally allotted five minutes each in which to speak on any item on the agenda prior to any action taken by the Board.

3. NEW BUSINESS

Take action as necessary and appropriate.

- 3.1** APPROVE UPDATED VOLUNTEER STIPEND PROGRAM

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the updated Volunteer Stipend Program, including adjustments to shift stipends, response stipends, and monthly stipend caps
6. Direct staff to implement the approved stipend program effective July 1, 2026, and incorporate associated costs into the FY 2026/2027 budget under Professional Services provided by the City, consistent with the City–District agreement and County budget coding requirements

3.2 APPROVE UPDATED FIRE CHIEF JOB DESCRIPTION AND RECRUITMENT MATERIALS

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the updated Fire Chief Job Description
6. Approve the Fire Chief Recruitment Flyer
7. Approve a relocation assistance benefit not to exceed \$10,000 for the Fire Chief position, with costs shared equally between the Crescent Fire Protection District and the City of Crescent City, subject to terms outlined in the employment agreement
8. Authorize staff to proceed with recruitment efforts consistent with the approved job description and recruitment materials

4. ADJOURNMENT

ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING ON MONDAY, MAY 11, 2026 AT 5:00 PM

POSTED:

04/27/2026

/s/ Vanessa Duncan

Clerk of the Board/Administrative Specialist

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the Administrative Specialist's office at (707)464-2421. Notification 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II]

For TTYDD use for speech and hearing impaired, please dial 711. A full agenda packet may be reviewed at Crescent City Fire & Rescue, 255 W Washington Blvd, during business hours, 8:00 a.m. - 5:00 p.m., or on-line at cfpd.crescentcity.org

CRESCENT FIRE PROTECTION DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: BILL GILLESPIE, INTERIM FIRE CHIEF

DATE: APRIL 28, 2026

SUBJECT: APPROVE UPDATED VOLUNTEER STIPEND STRUCTURE

RECOMMENDATION

Staff recommends that the Board of Directors:

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the proposed updates to the Volunteer Stipend Program, including adjustments to shift stipends, response stipends, and monthly stipend caps
6. Direct staff to implement the approved stipend program effective July 1, 2026, and incorporate associated costs into the FY 2026/2027 budget under Professional Services provided by the City, consistent with the City–District agreement and County budget coding requirements

BACKGROUND

Crescent City Fire & Rescue utilizes a volunteer stipend program to support recruitment, retention, and engagement of volunteer personnel. The current stipend structure has remained largely unchanged for several years and no longer reflects the increasing demands placed on volunteer members.

City and department staff have conducted a review of the existing stipend model and developed a proposed update to better align compensation with responsibilities, time commitment, and market conditions.

DISCUSSION

The proposed stipend adjustments include updates to three primary areas: shift stipends, response stipends, and monthly stipend caps.

Shift Stipends (12-Hour Shifts):

- Battalion Chief – Duty: Increase from \$175 to \$200
- Battalion Chief – Admin: New stipend proposed at \$200

- Captain – Duty: Increase from \$100 to \$115
- Sleeper Shifts:
 - Captain: \$75 → \$95
 - Engineer: \$75 → \$85
 - Apparatus Operator: \$75 → \$80
 - Firefighter: remains \$75

Response Stipends:

- Medical (non-EMT): \$10 → \$11.00
- Medical (EMT): \$15 → \$16.50
- Fire/Training – Firefighter: \$20 → \$22.00
- Fire/Training – Apparatus Operator/Engineer: \$20 → \$25.00
- Fire/Training – Captain/Battalion Chief: \$25 → \$27.50
- ARFF Shift: remains \$50.00

Monthly Stipend Caps:

- Battalion Chief: \$2,230.92 → \$3,092.00
- Captain: \$1,871.98 → \$2,204.00
- Engineer: \$1,666.63 → \$1,938.00
- Firefighter: \$1,485.25 → \$1,737.00

All stipends, including shift and response stipends, are included within the monthly cap limits. Additionally, personnel assigned to duty shifts are not eligible to earn response stipends during those assigned shift periods.

These adjustments are intended to:

- Improve volunteer recruitment and retention
- Recognize increased training and operational expectations
- Maintain competitiveness with comparable agencies
- Provide clearer structure and equity across ranks

FISCAL ANALYSIS

The proposed stipend increases will result in higher overall personnel costs depending on participation levels and utilization of shifts and responses.

Funding Source:

- Fire Department operating budget
- Potential support from Department Reserves or District contributions for increased costs

Actual fiscal impact will vary based on:

- Number of volunteers participating in duty and sleeper shifts
- Call volume and training activity
- Utilization of monthly stipend caps

The proposed stipend adjustments will be incorporated into the FY 2026/2027 budget and reflected under Professional Services provided by the City, consistent with the City–District agreement and County budget coding requirements.

ATTACHMENTS

1. Stipend Analysis Summary

2026 Proposed Volunteer Stipends (nominal fee)		
12-HOUR SHIFT STIPENDS*	<i>Current</i>	<i>Proposed</i>
Battallion Chief - Duty	\$175	\$200
Battallion Chief - Admin	\$0	\$200
Captain - Duty	\$100	\$115
Sleeper Shift - Captain	\$75	\$95
Sleeper Shift - Engineer	\$75	\$85
Sleeper Shift - App. Op.	\$75	\$80
Sleeper Shift - Firefighter	\$75	\$75
<i>*No response stipends may be earned while on a duty shift.</i>		
RESPONSE STIPENDS	<i>Current</i>	<i>Proposed</i>
Medical - non-EMT	\$10	\$11.00
Medical - EMT	\$15	\$16.50
Fire / Training - Firefighter	\$20	\$22.00
Fire / Training - App Op / Engine	\$20	\$25.00
Fire / Training - Captains / Batt	\$25	\$27.50
ARFF Shift	\$50	\$50.00
MONTHLY STIPEND CAP*	<i>Current</i>	<i>Proposed</i>
Battallion Chief	\$2,230.92	\$3,092.00
Captain	\$1,871.98	\$2,204.00
Engineer	\$1,666.63	\$1,938.00
Firefighter	\$1,485.25	\$1,737.00
<i>*All stipends are included in the monthly stipend cap.</i>		

CRESCENT FIRE PROTECTION DISTRICT STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: BILL GILLESPIE, INTERIM FIRE CHIEF

DATE: APRIL 28, 2026

SUBJECT: APPROVE UPDATED FIRE CHIEF JOB DESCRIPTION AND RECRUITMENT FLYER

RECOMMENDATION

Staff recommends that the Board of Directors:

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Approve the updated Fire Chief Job Description
6. Approve the Fire Chief Recruitment Flyer
7. Approve a relocation assistance benefit of up to \$10,000 for the Fire Chief position, subject to final terms and conditions in the employment agreement

BACKGROUND

The Fire Chief Job Description has been reviewed and updated to reflect the current operational, administrative, and leadership needs of Crescent City Fire & Rescue and the Crescent Fire Protection District.

The position serves as a contract management role under the direction of the City Manager and is responsible for overseeing all fire department operations, including fire suppression, emergency medical services, fire prevention, and administrative functions for both the City and District.

The last recruitment for the Fire Chief position was conducted in 2022. Since that time, the department has experienced operational changes and evolving service demands, including expanded coordination between the City and District and increased emphasis on administrative oversight, training, and fire prevention functions.

As the department continues to evolve as a combination agency serving both City and District responsibilities, it is important that the job description and recruitment materials accurately reflect the expectations, duties, and qualifications necessary for effective leadership.

In conjunction with the updated job description, staff has developed a two-page recruitment flyer to support outreach efforts and attract qualified candidates for the Fire Chief position.

DISCUSSION

The updated job description includes several key revisions to better align with current and future operational needs:

Clarification of Roles and Responsibilities:

- Emphasizes the Fire Chief's role in overseeing both City and District operations under a contractual service model
- Reinforces responsibility for coordination with partner agencies, regional stakeholders, and governing bodies
- Clarifies that the Fire Chief serves as Fire Marshal or designee, responsible for fire prevention, code enforcement, inspections, and plan review activities

Operational and Administrative Updates:

- Updates language related to leadership, training, and personnel management
- Clarifies expectations for reporting, budgeting, and strategic planning for both City and District functions
- Improves consistency and readability throughout the document

Certification Requirements Update:

- Requires Fire Inspector 1 or Plans Examiner certification within 24 months of hire, with the alternate certification to be obtained within 48 months, subject to course availability and department needs
- Maintains existing requirements for Firefighter I, Company Officer, and EMS certification

Recruitment Flyer:

The proposed two-page recruitment flyer highlights key elements of the position, including minimum qualifications, desirable experience, department structure, and community attributes. The flyer is designed to support recruitment efforts by providing a clear and visually engaging summary of the opportunity while directing interested candidates to additional materials.

Relocation Assistance:

To support recruitment efforts and attract qualified candidates, staff is recommending the inclusion of a relocation assistance benefit of up to \$10,000 for the Fire Chief position. This benefit is intended to offset moving and relocation-related expenses for the selected candidate. The cost of this benefit would be shared equally between the Crescent Fire Protection District and the City of Crescent City and administered in accordance with the terms outlined in the final employment agreement.

FISCAL ANALYSIS

The proposed relocation assistance benefit of up to \$10,000 will be incorporated into the Fire Chief employment agreement. Costs will be shared equally between the Crescent Fire Protection District and the City of Crescent City, consistent with the existing cost-sharing structure. Funding will be included in the Fire Department operating budget. Actual costs will be dependent on candidate selection and utilization of the benefit.

ATTACHMENTS

1. Updated Fire Chief Job Description
2. Fire Chief Recruitment Flyer



City of Crescent City

Classification: Fire Chief

EEO Classification:1

Employee Association: None- contracted position

FLSA Status: Exempt

DEFINITION: This is a contract management position. Under administrative direction of the City Manager, the Fire Chief plans, organizes, directs and administers all activities and operations of the Crescent City Volunteer Fire Department and other neighboring fire districts or agencies which have contracted for services including Crescent Fire Protection District. Ensures that the department incorporates up-to-date and efficient fire prevention, fire suppression, hazardous incident mitigation, emergency medical response technologies, and emergency preparedness into its procedures, equipment and methods.

This classification may be designated as either part-time or full-time depending upon the existence of any agreement for fire chief services which may be in effect with other fire districts or agencies.

For purposes of this classification, references to the "City" mean the City of Crescent City as the employing agency and all related municipal functions, not solely the Crescent City Volunteer Fire Department. References to the "District" mean the Crescent Fire Protection District and its fire service operations conducted under contract with the City.

ESSENTIAL FUNCTIONS / KNOWLEDGE, SKILLS & ABILITIES: *The following duties are typical for this classification. Incumbents may perform all or some of the key responsibilities listed below and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices. Incumbents may be required to have all or some of the specialized knowledge, skills, and abilities listed. Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodation so that qualified employees can perform the essential functions of the job.*

Examples of Essential Job Functions (including but not limited to the following):

- Provides administrative management, leadership, support and motivation to all Fire Department personnel to facilitate the delivery of efficient and effective public safety measures, the maintenance of a positive quality of life for all City and District residents, and to ensure professional standards are maintained by Department personnel at all times.
- Responds to fire, medical and other emergencies and exercises incident management for fire suppression and other emergency activities. Actively participates in department duty coverage assignment.
- Coordinates fire department activities with the activities of other City departments, Crescent Fire Protection District and other public safety agencies; including developing cooperative working relationships and mutual aid agreements.
- Participates in agency meetings, including but not limited to city council meetings, district board meetings, department head and staff meetings, emergency planning meetings, budget meetings, county fire chief association meetings, fire department association meetings, etc.
- Conducts periodic inspections of commercial and public buildings for compliance with applicable fire and life safety codes, and per state mandate, as required.

- Ensures that safety regulations and procedures are followed and proper safety equipment is worn and utilized by fire personnel at the scene of any emergency, and other times where safety and personal protective equipment (PPE) may be required.
- Directs and participates in the development and administration of the department's budget, including staffing levels, equipment, and supplies; monitors expenditures and ensures fiscal oversight for both the City of Crescent City and the Crescent Fire Protection District. Prepares and updates short- and long-range strategic plans to ensure the department's contribution to the City and District's overall plans.
- Prepares and maintains emergency incident and fire reports, including fire investigation reports. Ensure timely data reporting to state and federal agencies as applicable and required.
- Reviews project referrals, construction plans and specifications to determine compliance with fire and life safety codes.
- Prepares comprehensive reports, department materials and correspondence.
- Develops, directs, coordinates and communicates the development and implementation of departmental goals, policies, procedures and work standards for the department; establishes within City and Crescent Fire Protection District policy, appropriate service and staffing. Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures, the distribution of work, support systems and internal reporting relationships.
- Evaluates and reviews work for acceptability and conformance with department standards through regular performance evaluations. Plans and administers a comprehensive program of staff development and training in accordance with all requirements within limitations of laws and regulations.
- Performs mandated reporting of fire department activities to state agencies in a timely manner, including submission of incident reports, and state mandated facility inspections.
- Assigns and directs firefighting, rescue and disaster control activities.
- Supports and leads the delivery of effective, timely, and up-to-date training programs.
- Ensures accurate training and incident response records are maintained for all personnel.
- Investigates complaints regarding departmental activities and reports findings to the City Manager and District Board as appropriate.
- Coordinates activities with the County Office of Emergency Services functions and other emergency services of the City and District and maintains communication with the City Manager and District Board as necessary.
- Confers with City Manager, District Board and elected officials on planning and implementation of efficient and effective public safety measures designed to meet community expectations and needs.
- Has the authority to report to district boards for which the City and District has contracted services to. The Fire Chief may report and facilitate meetings and discussions as necessary.
- Cultivates good community relations by appearing before civic, fraternal, and other community groups. This may also include participating on a variety of boards, commissions and professional group meetings; attending a variety of community events and other public relations activities.
- Makes regular reports of departmental activities through use of the news media and is a liaison between the general public and the Fire Department to promote goodwill, cooperation and open communication between the department and the community.
- Stays abreast of new trends in the fire service and up to date on legal issues affecting the fire service, regulatory requirements, court decisions and technological and societal changes that may affect the work of the department.

- Presents staff reports and informational updates from direction of the City Manager. Presents staff reports and informational updates to Crescent Fire Protection District as necessary.
- Performs other related work as assigned.
- Serves as Fire Marshal or designee, responsible for fire prevention, code enforcement, inspections, and plan review activities.

Knowledge of:

- Management and supervisory principles and practices to provide effective leadership & supervision, and support effective communication with supervisors, elected officials, subordinates, and others as required.
- Servant leadership, employee and coworker empowerment, team building, and principles and practices of employee development.
- Applicable Federal, State and local laws, codes, court decisions and regulations concerning fire and life safety, fire suppression, fire prevention and emergency services administration.
- Techniques for dealing with and solving issues and concerns presented by a variety of individuals from various socio-economic, cultural and ethnic backgrounds; often when relations may be confrontational or stressed.
- Principles, practices, and procedures of equipment used in fire suppression, fire prevention, first aid, emergency medical services and hazardous materials response.
- Fire science, fire behavior and fire investigation procedures.
- Rules and regulations of the fire department, geography of the community, jurisdictional boundaries, location of streets, target hazard buildings and water hydrant systems.
- Modern principles, practices and techniques of the leadership and management of a fire agency;
- Current personnel practices, personnel law and knowledge of risk management related to the functions of the assigned area.
- Accident investigation and reporting, harassment policies and procedures, personnel injury reporting procedures, progressive discipline practices, California Firefighter Procedural Bill of Rights process, and other applicable information.
- Safety regulations and accepted safety standards as they relate to the work and equipment.
- Principles of public and business administration, organization, and budgetary control.
- Grants and funding sources for fire and rescue agencies.
- Emergency services management and safety training;
- Techniques for providing a high level of customer service to the public, City staff, Crescent Fire Protection Fire Department Board Members, and fire department personnel in all forms of communication and correspondence.
- Computers and modern office technologies, iPad, VHF radios, and fire service software in common use.

Ability to:

- Lead by a positive and professional example.
- Motivate and inspire a combination fire department made up of volunteer firefighters, career and administrative staff.
- Successfully complete a medical exam, physical performance assessment and SCBA fit test on an annual basis.
- Plan, direct, supervise and coordinate the operations of the fire department by communicating effectively, and providing leadership and Leaders Intent to fire department members.

- Develop and administer sound department policies and maintain accurate records.
- Establish and maintain positive, cooperative and effective working relationships with public agencies, officials, fire department personnel, and the general public.
- Prepare clear, concise and comprehensive written and oral reports, and other required records and documents;
- Analyze and interpret data, statistics and reports.
- Enforce applicable regulations with fairness, firmness and tact;
- Interpret codes and regulations;
- Communicate clearly and concisely, orally and in writing to provide a clear direction to others; in person, over the telephone, and through email and other electronic communication methods.
- Receive input effectively.
- Think and act quickly and appropriately in emergencies and assess situations and people accurately.
- Make decisions based on fire service best practices.
- Handle stressful and possibly hazardous situations both physically and mentally.
- Plan and carry out department programs and operations, including training and development, fire prevention and investigation activities.
- Work flexible hours, subject to be called out for emergency incidents and/or duty coverage needs.
- Work in extreme weather conditions and hazardous environments, including smoke-filled areas, during all hours of the day and night. Meet physical requirements necessary to safely and effectively perform the assigned duties.

SUPERVISION:

This position works under the policy guidance and direction of the City Manager. This position exercises supervision over all department volunteers and career personnel, either directly or indirectly through the Fire Department Chain of Command. When providing Fire Chief services by contract to another fire district or agency this position may take general direction from the contracting district or agency.

WORK LOCATION: Due to emergency response responsibilities, the Fire Chief must reside within the Crescent City Fire District or relocate within the district within 6 months of appointment.

QUALIFICATIONS: *Any combination equivalent to experience and education that would provide the required skills, knowledge and abilities may qualify. A typical way to obtain the skills, knowledge and abilities would be:*

Education and Experience:

- Completion of a certificate program in fire technology, fire protection engineering or fire science
- or**
- Graduation from an accredited four-year college or university with a degree in fire science, public safety or closely related field.
- or**
- Any equivalent combination of education, experience and training that provides the required knowledge, skills and abilities.

Experience: Ten (10) or more years of progressively responsible service with a volunteer, combination or career fire department, including a minimum of three (3) years of previous experience as a Battalion Chief or higher level chief officer.

License: Must possess and maintain a valid commercial Class A or Class B driver's license, or a Class C license with a Firefighter Endorsement (or ability to obtain within 6 months of hire).

Required Certifications: First Aid and CPR Certification; First Responder Certification; Firefighter I Certification; Company Officer Certification (or Fire Officer 2); Fire Inspector 1 or Plans Examiner Certification (or equivalent) required within 24 months of hire. The alternate certification shall be obtained within 48 months of hire, subject to course availability and department needs; California State certification or National Registry certification as an Emergency Medical Technician 1 or Paramedic (or ability to obtain within 24 months of hire).

Highly Desirable: Completion of Chief Officer, or Fire Officer 3, or Fire Marshal, or Fire Investigator certification; Executive Fire Officer Program completion; or Fire Chief certification through the California State Fire Marshal Office or Center for Public Safety Excellence.

PHYSICAL, MENTAL, ENVIRONMENTAL AND COMMUNICATION DEMANDS: *Essential duties require the following physical, mental, environmental and communication demands:*

Physical:

Must possess sufficient mobility with or without reasonable accommodation, to work in a standard office setting and use standard office equipment, including a computer; Finger dexterity is needed to access, enter and retrieve data using a computer keyboard or calculator and to operate fire service equipment. Must possess mobility to work in the field setting and upon emergency scenes, including but not limited to multi story buildings with stairs, construction sites, up and down hills, along roadways, fields, beaches, and other locations as necessary. Ability to frequently bend, stoop, kneel, reach, stand and climb to perform work and inspect work sites. Must possess the ability to lift, carry, push, and pull materials in excess of 100 pounds and objects necessary to perform job functions. Must have the ability to operate a motor vehicle and wear/use a self-contained breathing apparatus and required firefighter personal protective equipment (PPE).

Mental: Must possess the ability to perform a variety of highly responsible, complex and difficult duties as found in emergency service response work, using good discretion and good independent judgment; must have good conflict resolution skills and the ability to respond quickly in high stress situations.

Vision: Must maintain sufficient visual acuity with or without reasonable accommodation, corrected or non-corrected, far and near, depth, perception, field of vision, color vision and night vision to obtain impressions of shape, size, distance, motion, color and other characteristics of objects. Must be able to read the English language, read reports, data sheets, meeting agendas and agenda summaries, budgets, and mobile and portable VHF radio displays to identify channels.

Hearing: Must maintain sufficient hearing clarity with or without reasonable accommodation, corrected or non-corrected, of hearing within speech frequencies to maintain two-way communications in person, on the telephone and by radio with other firefighters and the public.

Speech: Must maintain sufficient speech clarity and the ability to communicate verbally in a clear and concise manner with or without reasonable accommodation, with other firefighters and the public. Must be able to communicate via telephone, cell phone, and portable and mobile radios.

Writing: Sufficient to prepare a variety of complex reports, personnel, and administrative documents, correspondence and related documents.

Reading: Sufficient to research, understand, comprehend and interpret laws, regulations, policies, procedures and processes, as well as other specific material related to the position.

While performing duties, the employee is regularly required to use written and oral communication skills; analyze community service, budget and technical reports; interpret and evaluate staff reports; know laws, regulations and codes; observe performance and evaluate staff; problem solve community service issues; remember personnel rules, legal and code requirements; and explain and interpret codes, policies and procedures, interact with City management, other governmental officials, contractors, vendors, employees and the public.

ENVIRONMENTAL ELEMENTS:

Employees work indoors and outdoors, and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Duties may be performed in adverse environmental conditions, including exposure to intense heat, heavy smoke, dust and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS:

Must be willing to work duty coverage and extended shifts or be called back in emergency situations and work with exposure to stressful and difficult circumstances, including exposure to dangerous situations with strong conflict resolution skills.

— NOW HIRING —

FIRE CHIEF

Crescent City Fire & Rescue

Crescent City, California



Lead with Purpose. Serve with Pride. Protect Our Community.

The City of Crescent City is seeking a dynamic and experienced Fire Chief to lead a combination fire department serving both the City and Crescent Fire Protection District.

Located along California's northern coastline, Crescent City offers a rare combination of professional opportunity and unmatched natural beauty. From rugged Pacific Ocean views to the towering redwoods of Redwood National and State Parks, this is a place where leadership and lifestyle come together.



LEAD A COMBINATION DEPARTMENT

Volunteer, career, and admin personnel



SERVE MULTIPLE AGENCIES

City & District



COMMAND EMERGENCY OPERATIONS

Fire, EMS, HazMat & disaster response



DRIVE STRATEGY & ACCOUNTABILITY

Budget, planning, and department performance

APPLY TODAY AND HELP SHAPE OUR FUTURE

ISO CLASS 2 DEPARTMENT WITH OVER 100 YEARS OF SERVICE

LEADERSHIP. SERVICE. INTEGRITY.

BUILDING A SAFER COMMUNITY TOGETHER



COMPENSATION & BENEFITS

Salary Range: \$127,961 - \$163,321 DOE

Benefits include:

- Retirement (CalPERS or applicable system)
- Medical, dental, and vision coverage
- Paid vacation, sick leave, and holidays
- Professional development opportunities
- Leadership role with meaningful community impact
- *Relocation assistance up to \$10,000

MINIMUM QUALIFICATIONS

- Bachelor's degree in Fire Science, Public Safety, or a related field (or equivalent combination of education, experience, and training)
- Minimum ten (10) years of progressively responsible fire service experience
- At least three (3) years of experience as a Battalion Chief or higher-level officer
- Required certifications:
 - Firefighter I
 - EMT (or higher)
 - Company Officer / Fire Officer II
 - CPR / First Aid
- Fire Inspector 1 or Plans Examiner certification (or equivalent) required within 24 months of hire; the alternate certification shall be obtained within 48 months, subject to course availability
- Possession of a valid California driver's license (Class A or Class B, or Class C with Firefighter Endorsement), or the ability to obtain within six (6) months of hire

IDEAL CANDIDATE

Our next Fire Chief will be:

- A visible and engaged leader in the community
- A mentor and team builder who invests in people
- A strategic thinker who can guide long-term planning
- Comfortable working within a City-District partnership model
- Adaptable, approachable, and solutions-oriented

****Must establish residency within the jurisdiction within 6 months of appointment***

WHAT WE'RE LOOKING FOR

We are seeking a leader who brings a balance of operational experience, administrative capability, and community focus.

The ideal candidate will demonstrate:

- Strong leadership and decision-making skills
- Experience managing budgets, policies, and personnel
- Commitment to transparency and collaboration
- Ability to build relationships with elected officials, staff, and the public
- Forward-thinking approach to fire service delivery

RECRUITMENT TIMELINE

Recruitment Opens:

Apply By:

Interviews:

Start Date:

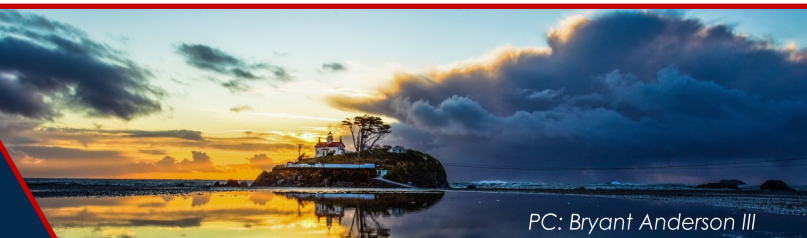
READY TO LEAD
CRESCENT CITY FIRE & RESCUE?

 707-464-7483

 SBarbour@crescentcity.org

 www.crescentcity.org

Apply with resume, cover letter, and certifications



PC: Bryant Anderson III

For more information about our area go to:
VisitDelNorteCounty.com