



ASSISTANT FIRE CHIEF

PLAIN TOWNSHIP

New Albany, Ohio



COMMUNITY

Plain Township is located northeast of Columbus, Ohio in Franklin County. Plain Township serves the City of New Albany within Franklin County and serves a combined area of 13,000 residents. The City of New Albany (newalbanyohio.org) was named the number one suburb in America by Business Insider. It is a progressive and growing community of excellence with multiple Fortune 500 companies and a diverse mix of commercial development. The recent announcement of Intel's \$20 billion investment in New Albany has dubbed the area as the Silicon Heartland. Boasting a top 20 school district, McCoy Center for the Arts, Hinson Amphitheater, award-winning parks, and 55 miles of leisure trails, this is a great place to call home.



Located along State Route 161, Plain Township enjoys easy access to recreational and cultural opportunities of Columbus and quick access to John Glenn International Airport. Columbus is the 14th largest city in the United States and a thriving hub of innovation and technology. It's also a sports town including The Ohio State University Buckeyes, Columbus Blue Jackets, Columbus Crew, and Columbus Clippers. Columbus also offers the award-winning Columbus Zoo and Aquarium, Columbus Metropolitan Library System, Columbus Museum of Art, Center of Science and Industry, National Veterans Memorial, and a thriving arts and music scene.

The community population of 13,000 nearly doubles to a daytime population of 25,000. New Albany Plain Local Schools serve 5,000 students in pre-K to 12 on a single campus. Commercial development includes large employment centers such as Abercrombie & Fitch, American Electric Power and Lower.com. Commercial campuses include warehousing, manufacturing, and supply chain operations with companies as large as Amazon, Meta, and Google.

Within the City of New Albany, the median household income is over \$200,000 and the average home value is over \$500,000. The housing stock is atypical with the average home size

exceeding 5,000 square feet. The built environment of New Albany makes this a unique community to serve.

FIRE DEPARTMENT

The Plain Township Fire Department is a professionally staffed department that earned a Public Protection Classification rating of 2 from the Insurance Services Organization in 2018. Thirteen shift firefighters are assigned to each unit working 24/48 with Kelly days. Department leadership is currently comprised of a Chief, Assistant Chief, three Battalion Chiefs, three Captains, and three Lieutenants. The department operates out of a single station centrally located in the center of the service area covering 20 square miles. The department responded to 2,922 emergency runs in 2022 and staffs a ladder, engine rescue and up to three medics daily. Mutual aid is provided by surrounding departments, which include Columbus, Jefferson, Mifflin, Harlem, Monroe, West Licking, and Westerville.



IDEAL CANDIDATE

The Assistant Fire Chief will support an experienced Fire Chief in leading the department. The successful candidate must be an effective communicator and understand organizational culture. This position is a key member of the township's executive team and provides leadership throughout the community. The ideal candidate will be engaging and

personable and able to develop relationships within the community. Candidates must have command experience in all aspects of EMS, fire suppression, and prevention.

The successful candidate must be approachable, inclusive, and team-oriented while being committed to developing leadership within the department. The Assistant Chief must be collaborative, results-oriented, data-driven, and possess personal integrity and honesty while holding others accountable for performance.

The Assistant Chief must possess a coaching and mentoring leadership style while building trust and respect within the department.

The successful candidate must understand the dynamics of change management and organizational culture as the previous two fire chiefs served the department for a combined 45+ years. The current fire chief joined the department in January 2022 and was promoted to fire chief in January 2023.



QUALIFICATIONS

A minimum of ten (10) years of progressive leadership in a fire department with at least five (5) years as a captain or senior management position.

Completion of Fire Officer I & II is required. Completion of Ohio Fire Executive Program or Executive Fire Officer Program is strongly desired. A bachelor's degree in fire science, public administration, or a closely related field is strongly desired. State of Ohio Firefighter II and Paramedic certificates and NIMS ICS 100, 200, 300, 400, 700, and 800 are required.

Ability to successfully pass a comprehensive background investigation as well as a pre-employment physical. See the position description for a full list of requirements.

Due to the need to respond to emergency situations, the successful candidate must establish residency within Franklin County or a contiguous county within six months of hire.

KEY PRIORITIES

Develop a comprehensive operating and capital budget for the fire department including an equipment replacement schedule and facility maintenance schedule.

Enhance the department's professional development program through coaching and mentoring, identifying development opportunities, and assisting with succession planning to address future retirements.

Work to revise and update fire department standard operating guidelines.

Work cooperatively with Franklin and Licking County fire operations including the Metropolitan Emergency Communications Consortium and the Licking County Regional Communications Center to ensure optimal response in the area.

FORM OF GOVERNMENT

Plain Township was established as a civil township in 1810. The township is governed by a three-member board of trustees and a fiscal officer. The Board of Trustees appoints a Township Administrator to manage the township government, and the fire chief reports to the township administrator. Plain Township's 2022 expenditures totaled \$10.1 million including \$8.1 million in Fire Department spending. There are 52 full-time township employees including 43 full-time fire department employees, of which 39 are firefighters.

COMPENSATION AND BENEFITS

The Assistant Chief pay is set at \$131,539 with the township also picking up the full 12.25% of the Ohio Police & Fire Pension - valued at \$16,114 - and paid as a fringe benefit. Medical, Vision, Dental, and short-term disability insurance are provided along with \$50,000 in life insurance. Benefits include 11 paid holidays and 130 hours of sick leave annually. An Assistant Chief take-home vehicle will be provided.

APPLICATION AND SELECTION PROCESS

Interested candidates should submit a cover letter, credentials, and resume to Township Administrator Ben Collins at bcollins@plaintownship.org by January 31. An initial review of applications will begin on February 1. Initial interviews are expected in February.