Mission Statement

The Schiller Park Fire Department is dedicated to rapid, reliable, compassionate professional service to the residents, taxpayers and visitors of the Village of Schiller Park. We are committed to emergency medical care, saving lives and protecting property in our community.

All department members, resources, and activities are dedicated to providing the highest quality fire suppression, emergency medical care, and hazard abatement, together with aggressive code enforcement and effective public education.

The Fire Department will actively participate in our community, serve as role models, and strive to effectively and efficiently utilize all of the necessary resources at our command to provide a service deemed excellent by our community and our members.
THE ORGANIZATION

The Schiller Park Fire Department operates under the general direction of the Fire Chief. Fire protection and rescue services are provided 24 hours a day, 365 days per year. These services are provided from one-manned and one-unmanned fire station in Schiller Park. Additionally, agreements are in effect to provide automatic fire and rescue assistance to the Villages of Franklin Park Rosemont and Norwood Park Fire Protection District. All structure fires currently receive an immediate response of two (2) Engines, two (2) Trucks and one (1) Ambulance currently utilizing of fourteen (14) firefighting personnel. Other assistance is available under the terms of the Mutual Aid Box Alarm System (MABAS) agreement.

Battalion Chiefs direct fire suppression and EMS services which are maintained by three (3) shifts, each working 24 hours on duty and 48 hours off duty. Our initial response currently consists of one (1) Command/Battalion vehicle, one (1) Engine, one (1) Truck, one (1) Ambulance, with one (1) Engine and one (1) Ambulance in reserve. These reserve units are to be utilized by call-back personnel. All engines are ALS equipped. The Engine and Truck (Ladder) are currently staffed with firefighter-paramedics.

The Village of Schiller Park has been providing pre-hospital medical care at the paramedic level since 1977. The Fire Department’s Bureau of EMS consists of the EMS Coordinator, Battalion/Commander/Paramedics, Lieutenant/Paramedics, Firefighter/Paramedics, and Civilian Paramedics. Additionally, the EMS Coordinator serves as the Village’s Infection Control Officer.

The Training Bureau is headed by a Lieutenant/Paramedic with Advanced Company officer certification. He is responsible for training, planning and teaching. All members train on a regular basis and comply with NFPA Standards. The Schiller Park Fire Department also have personnel who specialize in Hazardous Materials, Technical Rescue, Fire Investigations, Public Education and Fire Prevention.

The Fire Prevention Bureau is under the direction of a Battalion Chief who assigns each shift a third of the business inspections. Each business in Schiller Park is inspected annually. All members are trained to a minimum of NFPA Inspector I certification. Besides assigning Company Fire Inspections, the Battalion Chief is responsible for Plan Review, Acceptance Tests, Fire Alarms, Sprinkler Systems and works in harmony with the Community Development Department.

Public Education is integral to the Schiller Park Fire Department and members actively participate in the community at all community events and school functions. This interaction is also accomplished with the support of the Schiller Park Firefighter’s Association.
THE POSITION

The Village is seeking an experienced and innovative fire service and EMS professional with proven leadership abilities to oversee the management and operations of the organization. The fire chief reports directly to Village Manager. The Village operates under council/manager form of government. The position requires strong communication, analytical skills, and interpersonal skills. The new chief must have a creative vision for the future along with the ability to navigate the challenges of day-to-day operations. A commitment to high professional standards is required and experience with a fire department/district of similar size is important. A management style that combines a focus towards change and results, constant improvement, along with an open, mentoring, inclusive and flexible approach, will be essential for success in this role.

The ideal candidate must have experience working in a union environment. The fire chief must treat citizens and co-workers with the highest level of respect and customer service; be approachable, responsive, accountable and friendly internally and externally.

EXPERIENCE & EDUCATION

Candidates must possess broad and extensive experience in firefighting, including at least ten (10) years in an administrative and leadership capacity at a chief officer level in an organization of similar size and complexity to Schiller Park Fire Department or any applicable qualifications as referenced in the Illinois State Statute related to the hiring of a fire chief.

The education needed for the position will consist of the following:
- Fire Officer II required.
- A bachelor’s degree from an accredited college or university with major coursework in fire science, public or business administration or a related field is required. A master’s degree in Public Administration, Organization Management and/or Business Administration is preferred.
- Successful completion of the Executive Fire Officer (EFO) offered by the National Fire Academy and/or Chief Fire Officer (CFO) designation(s) are highly desirable.

ADDITIONAL QUALIFICATIONS

Experience in strategic planning skills, analytical ability to explore/foster constant improvement, interpretation and enforcement of policies, rules, regulations standards, strong awareness to the safety of the district’s personnel, ability to develop goals and objectives, priorities for the organization, and working with members of the community is a must. The fire chief must possess well-developed writing and public speaking abilities. The ability to mentor and foster leadership roles within the staff, succession planning and a global vision of the community’s needs and vision are critical.

COMPENSATION AND BENEFITS:

Anticipated hiring range is $120,000—$130,000. Placement within this range is dependent upon experience and qualifications of the selected individual. The Village also provides a generous benefit package.
The application closing date is September 24, 2020 5:00pm. Successful candidates will participate in an Assessment Center process at a date to be announced. Interested and qualified candidates should apply at once, with a resume together with a letter summarizing your qualifications, education (please include copies of your advanced education degrees/chief-officer level certifications), professional accomplishments, and a description of the size of the department(s) including staffing, call volume, population, and square miles served where you have gained experience in confidence to the Department’s Executive Search Consultant:

Email application materials to:
Executive Search Consultant
IFCA Assessment & Consulting Services
dslivinski@illinoisfirechiefs.org

The Village of Schiller Park is an Equal Opportunity Employer
villageofschillerpark.com