



## Fire Chief

The City of Rolla, MO (pop 19,953) is looking for an individual with a high level of professional ethics, integrity, proven leadership skills and outstanding communication skills to serve as its new Fire Chief. The Chief will be responsible for planning, organizing, directing, and coordinating the activities of a 29-member professional fire department.

Qualified applicants should possess at least fifteen years of fire experience with no less than five years command staff experience. Applicant shall possess extensive knowledge of fire prevention, fire fighting, fire safety codes, EMS principles and budgeting. A Bachelor's Degree or fire academy experience is strongly preferred. Salary range of \$78,500 – \$104,000 plus excellent benefits. The City of Rolla is an Equal Opportunity Employer. All submissions will be held in confidence.

For further questions regarding this position, please contact John D. Butz, Rolla City Administrator, (573)426-6948. Position open until filled. A cover letter and resume with references must be submitted to:

City of Rolla  
City Administrator  
Rolla City Hall  
901 N. Elm St.  
P.O. Box 979  
Rolla, MO 65401

[admin@rollacity.org](mailto:admin@rollacity.org)  
Fax (573) 426-6947

Position profile available at [www.rollacity.org](http://www.rollacity.org)

**(Post Date: 12/29/2022 10:00 AM)**

## Fire Chief Search

### The Rolla Community

Rolla, Missouri (population 19,953) was established in 1861 and is the county seat of Phelps County (Pop 46,000) in south central Missouri. Rolla is located on Highway 44 and State Highway 63 and conveniently situated 100 miles from St. Louis, Springfield and Columbia, Missouri.

Rolla is home to the Missouri University of Science & Technology (S&T) and Phelps Health (medical system).

Fort Leonard Wood, a Maneuver Support Center of Excellence for the United States Army is 25 miles to the west in adjoining Pulaski County. Rolla boasts a vibrant regional business community, quality public and private schools, well-respected public safety services and a quality parks system.

### City Government

The City of Rolla is a Third Class City governed by a mayor and twelve council members (among six wards). Mayor Louis J. Magdits, IV was elected in April 2014 following 20+ years on City Council.

City Council members serve two year staggered terms and have a reputation for stability and cooperation. The Mayor and Council hire a City Administrator whose duty it is to oversee the daily operations of a \$34 million budget employing nearly 190 full-time employees.

All department directors including the Fire Chief report directly to the City Administrator.

### City of Rolla Fire Department



### Rolla Fire Department Responsibilities

The Rolla Fire Department is made up of 29 certified firefighters responsible for fire prevention, education and suppression and such specialty fields as medical response, hazardous materials, and emergency management. The City is also proud of its ISO "Class 2" Fire Rating and continually strives to enhance and improve community services. The Department also serves as regional response team for emergency management under the State Homeland Security program.



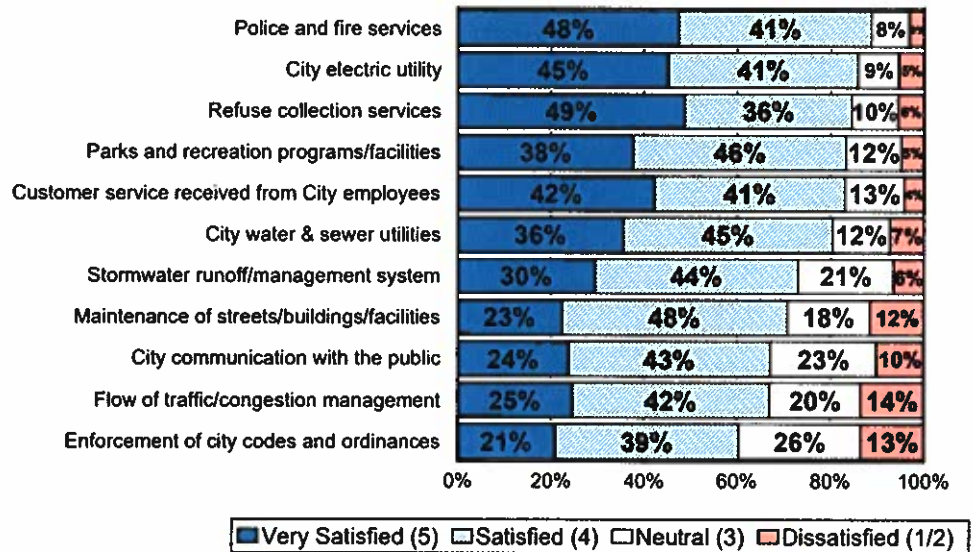
**Minimum Qualifications for Fire Chief**

- Extensive knowledge of fire prevention and suppression practices and procedures; 15 years fire experience with no less than 5 years of command staff experience. Firefighter Certified by IFSAC.
- Bachelor’s Degree or equivalent combination of education and specialized training.
- Posses a valid driver’s license and have a good driving record.
- Be able to undergo and pass a medical examination, drug screening and background investigation.

**Overall Satisfaction With City Services  
by Major Category in 2020**

by percentage of respondents (excluding "don't know")

**The Rolla Fire Department is made up of 29 certified firefighters responsible for fire prevention and suppression and medical response.**



**Fire Chief**

Source: ETC Institute DirectionFinder (2020 - Rolla, MO)

- The daily operations of the fire service including medical response and emergency response.
- The development of a vision for the Rolla Fire Department within the context of the needs of the community; always looking for opportunities to benefit the community and to resolve challenges facing the department
- The development of department policies, guidelines, rules and regulations and their fair and impartial application to all members of the department and the community
- The creation and maintenance of good working relationships with area fire agencies, emergency medical providers, Missouri S&T and other educational systems, and Phelps Health.
- The creation and maintenance of effective communication with elected officials, the city management team and within the department.
- Enforce City Fire Code and building permit review.

### **The Ideal Candidate for Fire Chief**

- Be a strong manager and a leader who is a highly ethical individual with unquestioned integrity and one who possess the ability to cultivate and build trust within the department, city government and the community.
- Understand, recognize and respect the management and governance of city government and how the Rolla Fire Department fits into overall city functions and the larger management team.
- Possess a management style that is collaborative in nature but someone who also expects to be held accountable for the actions of subordinate personnel and the performance of the department.
- Be sensitive to the needs of the community, city government and employees of the department.
- Have the ability to evaluate resources that are available, understand that resources are not unlimited, and decide how to best utilize those resources in a cost-effective manner.
- Be committed to the concept that the citizens are customers and that the public is to be treated with respect at all times. The ideal candidate needs to believe in and truly practice the concept of community service.
- Have a working knowledge of general management skills including basic accounting principles, budget development and management; knowledge of personnel practices including FLSA/FMLA; have a working understanding of the Missouri Sunshine Law and records management.

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**The ideal candidate for the position will be a strong manager and a leader who is highly ethical and committed to a professional department.**

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### **Fire Chief Salary**

The City of Rolla is offering a competitive salary commensurate with experience, along with a comprehensive benefit package (health, dental and retirement).

(Salary range \$78,500 - \$104,000)

#### **How to Apply**

Interested applicants should forward a cover letter and resume to:

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For more about us, please visit our webpage at:

**[www.rollacity.org](http://www.rollacity.org)**