



CHIEF OFFICER REQUIREMENTS

SCOPE

This guideline shall apply to all members of the Stoney Point Fire Department (SPFD) and shall be adhered to by all members seeking appointment as a Chief Officer.

PURPOSE

To establish the minimum requirements for appointment of a member to a Chief Officer position within the Stoney Point Fire Department.

DEFINITIONS

Board of Directors – governing body of Stoney Point Fire Department

Chief Officer – Senior Fire Officer rank, Division, Assistant, Deputy and Fire Chief, responsible for safety, training, leadership, planning and operations

Guideline - a general rule, principle, outline of a policy

Member – any career, volunteer, staff, and auxiliary personnel affiliated with the department

National Fire Protection Association – (NFPA) international nonprofit organization devoted to eliminating death, injury, property, and economic loss due to fire, electrical and related hazards through the development of universal standards that are adopted by the fire service

Shall - indicates a mandatory requirement

GUIDELINES

The Fire Chief is appointed into position by and serves at the discretion of the Board of Directors. All other Chief Officers are nominated for their positions and confirmed by and serve at the discretion of the Board of Directors.

Qualifications for Chief Officer Appointment

- NFPA 1021 Fire Officer Professional Qualification Level III (Minimum)
- Ten years active membership with Stoney Point Fire Department (Minimum)
- Training and experience in all aspects of fire protection, emergency management, technical rescue, and emergency medical response
- Served in a senior leadership capacity with Stoney Point Fire Department or another qualified or rated department
- Successfully complete NFPA Fire Officer Professional Qualification Level IV within eighteen months of appointment.

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Duties of Chief Officers

Chief Officers must reside within twenty road miles of either of the Stoney Point Fire Department stations upon appointment or receive a special dispensation from the Board of Directors. There shall be one Fire Chief, one Deputy Chief and three Assistant Chief Officers or sufficient Chief Officers to direct operations at the two stations as required by the Board of Directors. The Specific duties of the Chief Officers are as follows:

- Preside over all meetings of Officers and members
- Establish fire protection standard operating guidelines for both fire districts
- Supervise the conduct of emergency services operations to ensure compliance
- Preside over all major fire protection and significant training events
- Render all reports concerning these events as required by law
- Establish and supervise training programs for Officers and members
- Attend all Board Meetings and render reports as required
- Supervise daily administration of the department
- Purchase equipment and supplies necessary for operations and maintenance of property and apparatus with Board approval
- Attend required fire, rescue and emergency medical service meetings at County and State level
- Perform other tasks as directed by the Board of Directors

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REFERENCES

Stoney Point Fire Department by Laws

NFPA 1021