



## COTUIT FIRE, RESCUE & EMERGENCY SERVICES

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The Cotuit Fire Department is seeking a Deputy Fire Chief to join our team. The Deputy Fire Chief will assist the Fire Chief with managing the day-to-day operations of the Department with a focus on EMS and training.

### **Position Summary**

The Deputy Fire Chief will assist with directing and managing the Fire Department resources and staff, overseeing day-to-day operations and administration, and sharing senior management responsibility with the Fire Chief to plan and deploy resources to meet community needs.

Responsibilities include personnel management, resource management, budget development and administration, risk management, short and long term planning, and development and implementation of rules, regulations, and procedures, to support efficient and effective department operations and life safety and community objectives. When resource demands require, this position is also responsible for responding to emergency medical, fire, accident, or technical rescue service calls.

### **About the Department**

The Cotuit Fire Department protects the seaside village of Cotuit on Cape Cod, MA. The Department consists of 14 personnel including a Chief, Deputy Chief, four Lieutenants, and eight Firefighters. All personnel are certified to the EMT or Paramedic level. The Department provides fire, rescue, emergency medical, fire prevention, and public education services to the residents and visitors of our community.

### **Education and Experience**

Bachelor's Degree in Fire Science/Protection, Public Administration, Business Administration or a related field, supervisory experience as a company officer or above rank, or a combination of education, training and experience which provides the knowledge, skills and abilities required for the position. The preferred candidate should possess paramedic and instructor certifications.

### **Compensation and Benefits**

Starting salary will be based on qualifications and prior experience. The Deputy Fire Chief will also receive an attractive benefits package which includes health insurance, dental insurance, participation in the Barnstable County Retirement System, and other benefits such as life, disability and paid time off.

### **Applying**

Please submit a cover letter and resume to Fire Chief Sean Brown at [sbrown@cotuitfire.org](mailto:sbrown@cotuitfire.org). Cover letters and resumes will be accepted until noon on Friday April 29, 2022. Confirmation that your submittal has been received and information regarding the recruitment process will be sent via email. Be sure to check your email for status updates. Please check your spam or junk folders in the event the email did not deliver to your email inbox.