

Peckham & McKenney  
"All about fit"



**PECKHAM**  
&  
**MCKENNEY**  
EXECUTIVE SEARCH

**Fire Chief**  
CITY OF CLOVIS, CALIFORNIA

## THE COMMUNITY

The City of Clovis is a full-service city situated in the agriculturally rich San Joaquin Valley midway between Los Angeles and San Francisco and bordering the City of Fresno. Clovis is served by California State Highways 168, 41, 99 and 180. Lying at the foot of the Sierra Nevada Mountain Range, which includes Yosemite, Kings Canyon, and Sequoia National Parks, Clovis has been known as "Gateway to the Sierras" since its incorporation in 1912.

Clovis has emerged as a dynamic, thoughtfully planned community with a population of over 120,000 residents and a land area of nearly 26 square miles. Notwithstanding its present size, Clovis continues to exude small town charm as exemplified by Old Town Clovis with its many local restaurants, cafes, and shops. Old Town Clovis is the heart of the city and hosts weekly farmer's markets, and a multitude of enjoyable events and cultural festivals

throughout the year. The City's long-time slogan "Clovis - A Way of Life" remains just as relevant today as it was in the prior century.



Home to a mix of quality housing options and an excellent range of retail and commercial entities, the city is poised for continued prosperity. Affordable and comfortable housing is located within a ten-minute walk, drive, or Clovis Transit ride to employment and major shopping areas. The typical value of a home in Clovis is \$500,000.

The Clovis Unified School District also contributes greatly to the high quality of life for residents and businesses. Out of the 20 largest school districts in California, Clovis Unified has the highest English/language arts scores and the second highest math scores.

Renowned for its parks and recreation facilities, Clovis has over 300 acres of neighborhood and community parks and trails. Each Clovis Park has its own personality: parks for picnics and quiet relaxation, parks with big playgrounds,

parks designed for competitive sports, and parks designed for large parties.

All these amenities and services along with the City's economic vitality and friendly residential neighborhoods make Clovis a great community in which to live, work, and play. To learn more about this pleasant, safe, and affordable city, visit the City of Clovis at <https://cityofclovis.com/>.

## THE ORGANIZATION

Clovis operates under a Council-Manager form of government. Clovis voters elect a five member at-large Council to serve as the City's legislative and governing body. The members serve alternating four-year terms, and they elect one member to serve as mayor and one to serve as mayor pro tem for two years. The City Council provides policy direction to the City Manager, who is responsible for administering City operations.

The FY 2022-23 operating budget for the City of Clovis is \$249 million. The City provides the following services: public safety, animal control, transit, senior services, parks, recreation, economic development, planning and zoning, building inspection and engineering, street maintenance, water treatment and delivery, refuse collection and disposal, sewage collection and treatment, water reuse, street cleaning, and general administrative services.

## THE DEPARTMENT

The Clovis Fire Department (CFD) is an "all risk" department that operates out of six strategically located stations and a fire headquarters. The department also provides a Type 1 Hazardous Material response team, Type 1 USAR team, and fire investigation. The Life Safety and Enforcement Services Bureau provides plan check, fire prevention life safety inspections, public education and emergency



# Peckham & McKenney

## "All about fit"

preparedness for the citizens of Clovis. CFD has an ISO Rating of 2, and has been accredited through the Center for Public Safety Excellence for over 20 years. The department has a long history of being both visionary and strategic, starting with the department's strategic plan and standards of cover.



The department recently opened its sixth fire station, and is in the process of rebuilding its oldest fire station with an estimated completion date of 2024. The department has replaced its entire front line fire fleet within the last five years and has two new fire engines on order.

The Department is led by the Fire Chief with the support of a Deputy Chief, and three Battalion Chiefs. The FY 2022-23 budget is \$22 million. The Department has 73 FTE who are distributed through three divisions and three bureaus. The current fire chief is retiring after serving seven years in the position.

### THE POSITION

The City of Clovis is seeking an experienced fire professional to take on the role of Fire Chief in its well-regarded Fire Department. The Fire Chief is an important part of the City's

Department Head Group, receiving general administrative direction from the City Manager. The Fire Chief plans, directs, and organizes the Fire Department, advises the City Manager and City Council regarding the City's fire protection services, and performs related duties as required.

The Fire Chief will have in-depth knowledge of modern fire suppression and prevention principles, emergency preparedness, inspection, rescue, investigation, and public education. The Chief is expected to be actively involved in their profession and be aware of industry trends and best practices.

### THE IDEAL CANDIDATE

As the leader of CFD, the Fire Chief will be required to think strategically and progressively, and be adept at problem solving, not only for the Fire Department but for the City in general. It is essential for the new Fire Chief to have strong communication skills and the proven ability to have their vision resonate with department personnel. The Chief must have a track record of working well with elected bodies, labor unions, community groups, and other City staff to serve the Clovis community.

The ideal candidate will have a history of success in all aspects of oversight of a municipal fire department, including budget, labor relations, long-term planning, succession planning, and program administration. The Fire Chief will have operational competence, have strong interpersonal and relationship building skills, and be an inspiring leader.

Highly desirable traits include, the ability and desire to be collaborative, good listening skills, motivating, personable, empathetic, open to new ideas, visionary, and displays integrity.

### EXPERIENCE AND TRAINING GUIDELINES

**Experience:** Ten (10) years of progressive full-time career fire service experience in a municipal fire department, with at least eight (8) years increasingly responsible professional and administrative experience in all major functions of the fire service, including at least three (3) years in an administrative or supervisory capacity at an FLSA exempt Chief Officer level.

#### Training:

Possession of a Bachelor's Degree in Fire Science, Fire Administration or a related field.



## SEARCH SCHEDULE

Filing Deadline .....	February 5, 2023
Preliminary Interviews .....	February 6-24, 2023
Recommendation of Candidates .....	March 7, 2023
Finalist Interview Process .....	March 30, 2023
Top 2-3 Candidates Interview .....	April 11, 2023

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

### Licenses and Certificates

- Possession of a valid California Class C Driver's License and a good driving record
- Possession of a valid CPR Certificate
- Certification as a Chief Fire Officer or completion of required coursework to obtain Executive Chief Fire Officer by the California Fire Service Training and Education System or designation as a Chief Fire Officer (CFO) from the Center for Public Safety Excellence.

### Desirable Education and Certifications

- Master's Degree or equivalent
- Executive Fire Officer (EFO) Certification from the National Fire Academy
- Fire Instructor III, Fire Investigator II, and Prevention Officer Certification from the California State Fire Marshal's Office or destination as a Chief Training Officer (CTO) or Fire Marshal (FM) from the Center for Public Safety Excellence.

### THE COMPENSATION

The annual salary range for this opportunity is \$181,212 to \$220,260, and appointment will be made



depending on the qualifications and experience of the selected candidate. The City also offers an attractive benefits package including:

**RETIREMENT:** CalPERS plan for Classic members 3% @ 50, PEPRAs members 2.7% @ 57. Classic member is responsible for 9% employee paid contribution, PEPRAs 12.50%. Safety employees pay an additional 8% for cost-sharing. The City does not participate in Social Security.

**HEALTH INSURANCE:** The City provides coverage for employee and dependents from Kaiser or Anthem Blue Cross and the option for dental and vision programs.

**VACATION:** 15-24 days annually, depending on years of service

**SICK LEAVE:** 12 days annually, with cash-out incentive

**ADMINISTRATIVE LEAVE:** 96 hours annually (56 hours are available for cash-out)

**HOLIDAYS:** 142.86 hours placed on Holiday Bank on July 1st (available for cash-out and PERS credit)

**LIFE INSURANCE:** City provided policy of \$300,000 for the employee and \$10,000 for dependents

**OTHER BENEFITS:** City provided vehicle, \$600 annual cellular phone allowance, \$1,500 annual uniform allowance, professional development reimbursement, alternate work schedule, and other benefits not listed.

### THE RECRUITMENT PROCESS

To apply for this exciting career opportunity, please submit your cover letter and resume (including month/year of employment) via our website:

Peckham & McKenney  
[www.peckhamandmckenney.com](http://www.peckhamandmckenney.com)

Please do not hesitate to contact Diana Bishop at 408-800-7653 for questions regarding this position or the recruiting process.



[www.peckhamandmckenney.com](http://www.peckhamandmckenney.com)

