



**TOWN OF MARS HILL  
VACANCY ANNOUNCEMENT**

**DATE:** August 21, 2019

**THE TOWN OF MARS HILL, N.C.** is seeking a qualified individual for the following position:

**TITLE:** Fire Chief – Mars Hill Fire Department  
Full Time Position

**DESCRIPTION:** Under limited supervision, the Fire Chief is responsible for planning, organizing, directing and managing all aspects of the fire department including supervision of 30 volunteer and five (5) career personnel, two stations, and multiple apparatus used in response to fire, medical and search and rescue situations. The Fire Chief performs administrative and public contact work in the both the Town of Mars Hill and the Mars Hill Rural Fire District. Provides other duties as may be assigned by the Town Manager.

The Fire Chief is responsible for all fireground activities, fire inspections and pre-incident surveys, developing and enforcing policies, procedures and regulations, developing and managing the fire department budget and overseeing purchases. The Fire Chief is responsible for scheduling and planning training, preparing and presenting public presentations for fire prevention and education and engaging collaboratively and developmentally with the fire department staff, town management, community partners, and the Town of Mars Hill Mayor and Board of Aldermen.

**QUALIFICATIONS:** Candidate must have extensive experience in firefighting and fire department operations and command structure. Candidate must have NC Firefighter certification, NIMS certifications, a valid NC operator license and other related certifications and licensures as required by the NC OSFM.

**LOCATION:** Primary duty station is the Mars Hill Fire Department located in Mars Hill, NC.

**SALARY:** Salary dependent upon education, training and experience.

**TO APPLY:** Submit a Mars Hill Application and resume to the Mars Hill Town Manager, 280 N. Main Street, PO Box 368, Mars Hill, NC 28714. Applications are available in the Administration Office located at the Mars Hill Town Hall. Posting and application available at [www.townofmarshell.org](http://www.townofmarshell.org).

**CLOSING DATE:** Friday, August 30, 2019. Complete application must be received by 5:00 p.m. in the Administration Office located in the Mars Hill Town Hall on the closing date. Late applications will not be considered.

**HIRING AUTHORITY:** The Mars Hill Mayor and Board of Aldermen is the hiring authority for this position.

*Equal Employment Opportunity Employer*