

# Job Posting: Fire Chief

## Hope Valley-Wyoming Fire District

### About the District

The Hope Valley-Wyoming Fire District serves the communities of Hope Valley and Wyoming, Rhode Island, providing fire protection, emergency response, and community safety services. The District is governed by a Board of Directors and is committed to excellence, integrity, and service.

---

### Position: Fire Chief

**Location:** Hope Valley-Wyoming Fire District, Rhode Island

**Reports to:** Board of Directors

**Employment Type:** Full-Time, On-Call 24/7 (except during approved leave)

**Compensation:** Competitive salary and benefits package

---

### Position Summary

The Fire Chief is the chief executive officer of the District, responsible for the overall leadership, administration, and operation of the fire department. The Chief ensures the prevention and minimization of loss of life, property, or injury due to fire or other emergencies. The Chief commands all fire ground and emergency operations, oversees personnel, manages the District's budget and resources, and serves as the primary liaison to the Board of Directors, community, and partner agencies.

---

### Key Responsibilities

- Lead all operations and administration of the District under the Board of Directors.
- Develop, implement, and enforce policies, procedures, and directives in accordance with District Charter and applicable laws.
- Oversee emergency services, training, and safety programs.
- Hire, supervise, and, if necessary, terminate personnel as approved by the Board.
- Prepare and administer the annual budget; manage District finances and resources.
- Command fire ground and emergency operations.
- Coordinate mutual aid and intergovernmental agreements.
- Prepare detailed reports for Board meetings and other special reports as needed.

- Maintain positive relationships with District members, Board, other agencies, and the community.
  - Evaluate and plan for current and future emergency services needs.
  - Ensure compliance with fire codes and conduct facility inspections.
  - Represent the District in public, media, and professional settings.
  - Maintain physical readiness and meet medical/agility standards.
  - Perform other duties as assigned by the Board.
- 

## Minimum Qualifications

- **Education:** High School Diploma or G.E.D. required
  - **Certifications & Training:**
    - Valid Driver's License (Class B CDL recommended)
    - Current CPR and First Aid
    - Firefighter I and II (NFPA 1001)
    - Fire Inspector (NFPA 1031)
    - Fire Officer I (NFPA 1021)
    - Haz-Mat Technician Level
    - Fire Instructor (NFPA 1041)
    - Incident Safety Officer (NFPA 1521)
    - ICS and NIMS certifications (FEMA IS-700.B, ICS-800.C, ICS-100.C, ICS-200.B, ICS-300, ICS-400)
    - Have seven years progressively responsible firefighting experience: two years of which must have been in a supervisory capacity.
  - **Skills & Abilities:**
    - Thorough knowledge of fire suppression, prevention, and emergency medical principles
    - Knowledge of relevant local, state, and federal laws and regulations
    - Strong leadership, communication, and decision-making skills
    - Ability to develop effective working relationships with officials, businesses, and the public
    - Ability to prepare and administer the District's annual budget
    - Physical ability to perform demanding tasks and pass medical exams
  - **Residency:** Must be a resident of the Hope Valley/Wyoming Fire District
-

## Physical Demands & Work Environment

- Regularly required to use hands, reach, stand, walk, climb, balance, stoop, kneel, crouch, crawl, taste, or smell.
  - Must regularly lift/move up to 10 pounds, frequently up to 25 pounds, and occasionally more than 100 pounds.
  - Work environment includes exposure to moving mechanical parts, heights, outdoor conditions, hazardous materials, fumes, extreme heat, and risk of electrical shock. Noise levels range from moderate to heavy.
  - May require use of a respirator; must maintain pulmonary and respiratory health.
- 

## Application Process

Interested candidates should submit a resume, cover letter, and copies of all required certifications to:

Hope Valley-Wyoming Fire District Board of Directors via email  
[Chiefapplications@hvwd.org](mailto:Chiefapplications@hvwd.org)

Applications will be accepted through June 8, 2026 at 3:00pm

**The Hope Valley-Wyoming Fire District is an Equal Opportunity Employer.**

---