

# FORT MYERS BEACH

The Fort Myers Beach Fire Control District  
is seeking an accomplished professional  
to serve as

## **ASSISTANT CHIEF OF TRAINING, EDUCATION, & SAFETY**



Final Date for Submittal: January 20, 2025 at 4:00 pm  
Fort Myers Beach Fire Control District  
100 Voorhis Street, Fort Myers Beach, Florida 33931

*Shaping Our Community Through Excellence*



# FORT MYERS BEACH FIRE CONTROL DISTRICT

ASSISTANT CHIEF OF TRAINING, EDUCATION, & SAFETY

## Welcome to the Fort Myers Beach Fire Control District

The Fort Myers Beach Fire Control District is located in Southwestern part of Lee County, Florida, covering the islands of Estero and San Carlos, as well as nearby mainland areas. Our team serves a population of approximately 3,200 full-time residents, more than 25,000 peak season residents, and over one million visitors each year. In addition to a significant population increase in peak winter season, Fort Myers Beach is also well-known as a Spring Break destination for visitors from all over the country. The Fort Myers Beach Fire Control District covers a 10-square mile area out of 3 fire stations, strategically placed within the District. The District also responds to many areas of Southwest Florida through an automatic aid, and closest unit response system.

The Fort Myers Beach Fire Control District provides a variety of services to include fire suppression, Emergency Medical Advanced Life Support (ALS), ambulance transport service, technical rescue, hazardous materials response, and a variety of other emergency and non-emergency services.



The District's total annual operating budget is approximately \$14,370,000. The total expenditures, plus the designated reserve and capital funds, is approximately \$20,000,000 which is primarily funded through property taxes, fees for services, and impact fees.



# FORT MYERS BEACH FIRE CONTROL DISTRICT

## ASSISTANT CHIEF OF TRAINING, EDUCATION, & SAFETY

### Organizational Structure

The Fort Myers Beach Fire Control District is an Independent Special District of the State of Florida. The District is governed by a five-member Board of Fire Commissioners. The Board of Fire Commissioners are residents of Fort Myers Beach and are elected by the Fort Myers Beach Community to serve the District for a four-year term.

The Board works with the Fire Chief and Administrative staff in establishing the vision for the organization, developing strategic and long-range planning objectives, as well as overseeing financial activities.



Firefighters & Paramedics	.....	27
Driver Engineers	.....	9
Company Officers ( <i>Lieutenants &amp; Captains</i> )	.....	9
Fire Official	.....	2
Administrative & Support Staff	.....	5
Battalion Chiefs	.....	3
Assistant Chiefs	.....	2
District Chief	.....	1
Fire Chief	.....	1
<b>Total Personnel</b>	.....	<b>59</b>

The Fort Myers Beach Fire Control District uses a variety of positions to achieve the mission of serving our residents and visitors. Our staffing structure includes a variety of operational, command staff, and administrative positions that operate on a full-time basis.





# FORT MYERS BEACH FIRE CONTROL DISTRICT

## ASSISTANT CHIEF OF TRAINING, EDUCATION, & SAFETY

### Branches, Divisions & Programs

The District is organized into major branches, divisions and programs to achieve the District's mission. Fort Myers Beach District Chief, Assistant Chiefs, and Directors oversee specific organizational branches, divisions, and programs while working together in achieving the organization's operational and administrative goals.

### Operations Branch

The Fort Myers Beach Fire Control District Operations Branch manages all operational aspects of the organization. The Assistant Chief of Operations works closely with the Assistant Chief of Training, Education and Safety to ensure our Battalion Chiefs, Captains, Lieutenants, Driver Engineers, and Firefighters are trained and prepared to execute the operational mission with excellence.



### Training Division

The Fort Myers Beach Fire Control District Training Division coordinates and manages all initial, on-going, and advanced level training. This division also manages all state and nationally required certifications. The Training Division coordinates promotional processes, hiring processes, and major incident reviews for the organization and other involved emergency service agencies.

### Life Safety Branch

The Fort Myers Beach Life Safety Branch oversees all the of the organization's fire plan review, permitting, inspection, and code enforcement services. The Life Safety Branch is also responsible for community outreach programs such as CPR, Fire Extinguisher Demonstrations, Fire Safety Presentations, etc.

### Administration

The Fire Chief works with the Fire Board of Commissioners, administrative staff, legal counsel, and fire department officers to manage all administrative services. The Administrative Branch is overseen by the Director of Finance and Administrative Services. This branch provides support to all other branches of the organization.

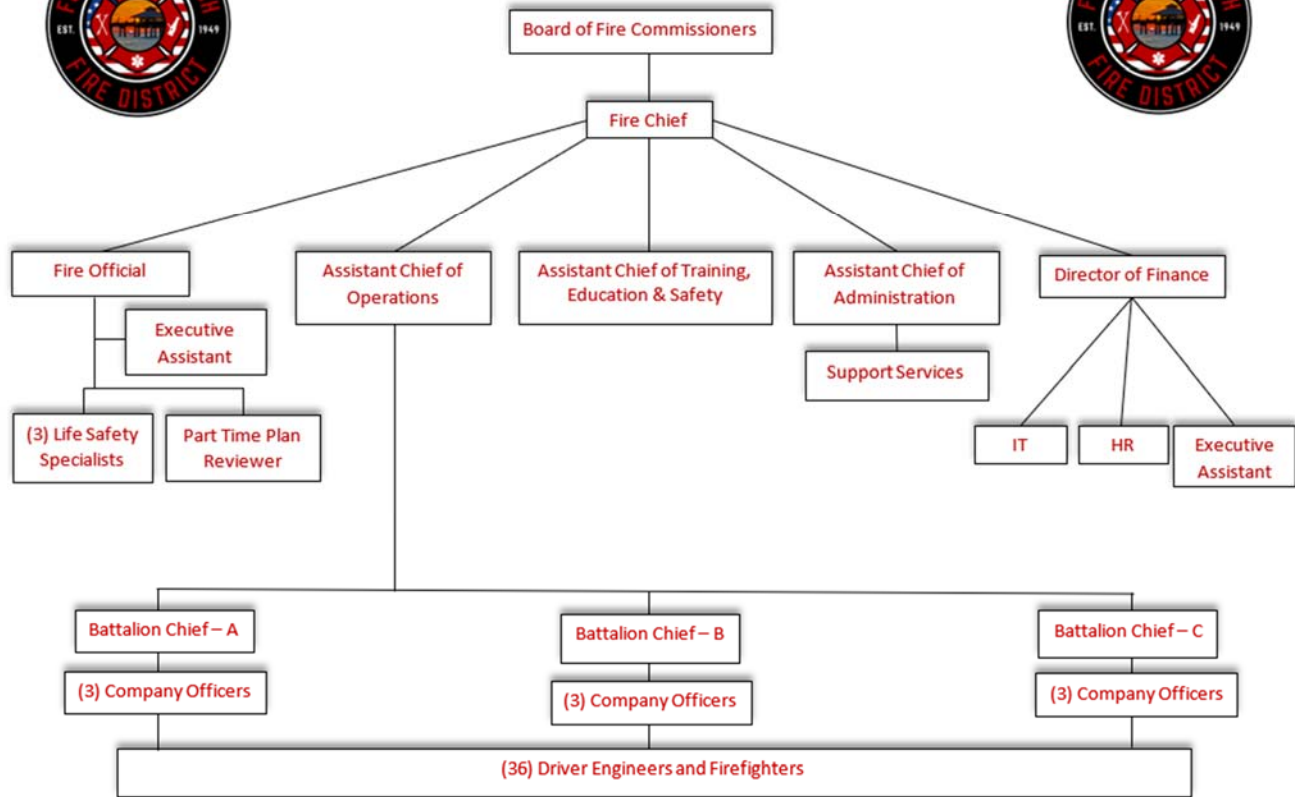
Administration manages everything from finance & budgeting to logistics, information technology, and regulatory compliance. Administration also provides the organization's Human Resources department, risk management coordination, and strategic planning.



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## 2024 ORGANIZATION CHART





# FORT MYERS BEACH FIRE CONTROL DISTRICT

## ASSISTANT CHIEF OF TRAINING, EDUCATION, & SAFETY

### The Position of Assistant Chief of Training, Education, & Safety

The Fort Myers Beach Fire Control District is seeking qualified applicants for the position of Assistant Chief of Training, Education, & Safety. This position oversees all training and development programs, education plan management, and safety initiatives of the organization. The Assistant Chief of Training, Education, & Safety collaborates with and is an integral part of the organization's management team, reporting to the Fire Chief.

The Assistant Chief of Training, Education, & Safety is responsible for day-to-day training of the organization and directly supervises and builds relationships with both operational and non-operational personnel. The Assistant Chief of Training, Education, & Safety may respond to incidents as command staff. He/she should possess superior command, leadership, and safety competencies.

The Assistant Chief of Training, Education, & Safety is subject to call backs when off-duty. To facilitate this, the position is assigned to a District vehicle, which should be well maintained and cared for as an integral part of our response fleet. As such, the Assistant Chief of Training, Education, & Safety must live within an effective response perimeter to the District.

The Assistant Chief of Training, Education, & Safety will assist with planning, organizing, directing and evaluating the Fort Myers Beach Fire Control District. The Assistant Chief of Training, Education, & Safety ensures that the District incorporates up-to-date and efficient fire suppression, hazardous incident mitigation, and emergency medical technologies into its procedures, equipment and methods. He/she will also demonstrate the courage to be an innovator of the future, while also remaining respectful of tradition, but not constrained by it.

The Assistant Chief of Training, Education, & Safety is expected to maintain open and frequent communication with all ranks and team members, always speaking and representing the very best aspects of our organization. He/she will be willing to put personal motives aside to act and speak for the overall good of the District. This individual will display humility, vowing to be a lifelong learner not only of the fire service overall, but of our District, community, and team members as well. Finally, a strong sense of ethics, integrity, honesty, straightforwardness, and moral stature is also required.

***See the Assistant Chief of Training, Education, & Safety Position Description for further requirements.***





## ASSISTANT CHIEF OF TRAINING, EDUCATION, & SAFETY POSITION REQUIREMENTS

*Experience:*

- Ten (10) years of progressively responsible fire service experience
- At least three (3) years of supervisory responsibilities (fire company officer or above)
- Experience with budgeting, forecasting, and policy development

*Formal Education:*

- Bachelor Degree from an accredited college or university

*Certificate or Licenses:*

- Current Florida Driver's License within (30) days
- State Certified Fire Officer II or higher
- State Certified Fire Instructor III (within two (2) years of employment)
- Florida State EMT-Basic or Paramedic by end of probationary period
- AHA CPR for Healthcare Professionals by end of probationary period
- Florida Firefighter Minimum Standards
- Within two (2) years become a Florida State Certified Incident Safety Officer
- EVOIC Instructor (within two (2) years of employment)
- Incident Command System (ICS) (FEMA Certified) 100, 200, 300, 400, 700 and 800
- Incident Command System (ICS) (FEMA Certified) 701, 702, 703 and 704 by end of probationary period
- NWCG S-330 (Strike Team/Task Force Leader) (within two (2) years of employment)

*Residency:*

- Must reside within a location approved by the Fire Chief

***The Ideal Candidate will Possess***

*Preferred Education:*

- Master's Degree from a regionally accredited college or university
- National Fire Academy (NFA) Executive Fire Officer Program
- CPSE Chief Fire Officer Designation
- Type IV/V Incident Commander (Blue Card)
- Florida State Safety Officer
- Florida Fire Officer III/IV or equivalent
- Previous Paramedic Transport experience

*A combination of education, training, and experience, which provide the required knowledge, skills, and abilities, may be considered in qualifying a candidate.*



# FORT MYERS BEACH FIRE CONTROL DISTRICT

## ASSISTANT CHIEF OF TRAINING, EDUCATION, & SAFETY

### Compensation and Benefits

- **The annual estimated Assistant Chief of Training, Education, & Safety Compensation Package is valued at \$259,390.**  
*(The Above Includes: Base Salary, Family Health, Dental & Vision, Florida Retirement Service District Contribution, Short and Long Term Disability)*
- **Base Pay:** The base Assistant Chief of Training, Education, & Safety Salary for 2025 is \$159,515.
- **Employee and Family Healthcare:** The District is proud to provide 100% Employee Healthcare and Full Family Health, Dental and Vision coverage at an employee co-share of 5% valued at an average of \$25,180.00 annually before co-pay. The District also provides a pre-tax plan for the cost of medical related expenses through a Flexible Spending Account (FSA) under the Internal Revenue Service Section 125 Plan.
- **Retirement:** An excellent retirement plan is provided by the District through the Florida Retirement Services (FRS). The employee contributes 3% of wages, and the District contributes 32.79% of gross salary, equaling a total contribution of 35.79%. Additional retirement plans are available in the form of a 457 Deferred Compensation Plan as a deduction from employee pay.
- **Personal Paid Leave (PPL):** PPL, Holiday Pay, and other benefits can be found in the Management Benefits Package.
- **Education, Development and Training:** Education, Development, and Training is highly encouraged by the District and funded for the employee through a rewarding Education Plan.
- **Uniforms:** All sworn members are provided with the necessary uniforms with the District covering the cost of identified items.
- **Cell Phone Plan:** Chief Officers are provided with the choice of a cell phone allowance program or an issued cell phone for District duties.

Further benefit and salary information, as well as a position description, is available upon request.

This document does not facilitate an agreement, promise, or guarantee regarding its contents.

*EOE/At-Will/Veteran's Preference*





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## The Application Process

Applications are available online at [www.fmbfirefl.gov](http://www.fmbfirefl.gov), and at The Fort Myers Beach Fire Control District Administration office located at 100 Voorhis Street, Fort Myers Beach, FL 33931.

Applications must be filled out completely, to include any identified supplemental information. Incomplete applications will not be accepted. The position may remain open until filled, however the first round of applications, and supplemental documentation required, must be received by **4:00 pm Eastern Standard Time, on January 20, 2025**. Submittal of applications can be via e-mail, US Postal Service (or equivalent), and in person. To submit your application online, please send your completed application with all required certifications and supplemental documentation to [Apply@fmbfirefl.gov](mailto:Apply@fmbfirefl.gov).

The organization will screen applications as they are received and will notify the candidate of receipt.

All application information will remain confidential and references will not be contacted until finalists are chosen, except where law prohibits.

The organization reserves the right to change the date of deadline.

## Process Specifics

Candidates will be required to complete an assessment process which may include an essay portion, video or phone interview, incident management assessment, panel interviews, written assessments, in-box prioritization assessment, role play assessment, and/or project based assessment.

*Further date notifications and scheduling will be made after application.  
All dates are subject to change.*

The Fort Myers Beach Fire Control District is an equal opportunity employer. For questions, please contact our administrative office at 239-590-4200.



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## FORT MYERS BEACH FIRE CONTROL DISTRICT

### *OFFICE OF THE FIRE CHIEF*

100 VOORHIS STREET · FORT MYERS BEACH, FLORIDA 33931  
MAILING ADDRESS: PO BOX 2880 · FORT MYERS BEACH, FLORIDA 33932

Hello and thank you for your interest in the Assistant Chief of Training, Education, & Safety position. We hope that the information found in this package will be a valuable resource for you to learn about our organization and determine whether this position is right for you.

The Fort Myers Beach Fire Control District focuses on high quality service to our community. This concept is embraced by our members and our leadership team. I am seeking someone who shares this focus, is committed to living it out, and will surface new ways to advance our training and development programs.

As we search for our Assistant Chief of Training, Education, & Safety, I am committed to finding an individual that is the right fit, personally and professionally, for our organization. We are a proud group looking to take our personal and professional development to the next level. My ideal candidate for this position will focus on relationship building and developing an environment that encourages others to be inquisitive and self-motivated to achieve a deeper understanding of our craft. This individual will also possess a sense of humor, never taking themselves too seriously, desiring to build an atmosphere where members are comfortable admitting what they don't know and being reassured that mistakes will happen on the journey to excellence.

Though I highly value the qualification requirements of this position, which I believe create the foundation for professional competency, I also hold in high regard an individual who is truly dedicated to the service of others. With this, I expect a fire & EMS professional who has a sincere commitment to the continuous improvement of themselves and our team.

Thank you for your interest and good luck should you choose to apply.

Scott Wirth  
Fire Chief