



TOWN OF LINCOLN

Town Manager's Office
148 Main Street – P.O. Box 25
Lincoln, New Hampshire 03251

JOB OPENING

The Town of Lincoln is seeking a part-time Fire Chief. The Fire Chief is responsible for all operational and administrative functions of the Town's Fire Department, and works closely with the Town Manager, Emergency Management Director, Chief of Police, and other Town department heads to provide both proactive and reactive fire protection to the Town of Lincoln.

The following are examples of the general duties and responsibilities of the Fire Chief. This is not an exclusive list and other duties may be added from time to time at the discretion of the Board of Selectmen and Town Manager:

- Manage approximately 20 call fire personnel, including recruitment, training, and certification.
- Develop and maintain a coverage schedule for the department's senior officers/supervisors.
- Supervise the maintenance and inventory of department equipment.
- Supervise relevant fire station maintenance.
- Supervise maintenance of fire apparatus, and keep records of all maintenance.
- Conduct and/or supervise the timely completion of fire inspections, issuance of “place of assembly” permits, issuance of campfire / bonfire permits, and any other similar functions.
- Work with Town Manager and Board of Selectmen to develop yearly department operating budget and capital budget requests.

Qualifications, experience, and skills sought:

The preferred applicant will possess a class B commercial driver's license (CDL-B), New Hampshire Firefighter I certification, New Hampshire Firefighter II certification, familiarity with and certification in NIMS/ICS, and ten years municipal firefighting experience, with at least five of those years in a supervisory role.

The preferred applicant will exhibit strong leadership and motivational skills, and will be able to work tactfully and effectively with residents, business owners, coworkers, and tourists alike. The preferred applicant should be willing and able to work in the demanding and unpredictable physical situations and environmental conditions often encountered when providing fire and rescue services.

Applicants with an alternate and/or equivalent combination of qualifications, education, and experience are welcome to apply. Residency within a 15 minute radius from the Lincoln Fire Station under ordinary driving conditions is required. Residency within the Town of Lincoln is not required.

Compensation:

The position receives a stipend of \$540 per month. The position also receives applicable “per-call” pay in a similar manner to all other firefighters.

How to apply:

Interested applicants should submit a resume and letter of interest along with three references and a completed application for employment (available on the Town's website www.lincolnnh.org) before Wednesday, February 15th. Finalists will be required to pass a New Hampshire State Police criminal background check and pre-employment drug and alcohol screening. Any questions regarding the application process may be directed to the Town Manager's Office at 603-745-2757.