

QUILCENE FIRE RESCUE

ASSISTANT CHIEF

Full-Time, FLSA Exempt • \$76,395 - \$99,308 (DOQ) • Full Benefits

Shape the Future Direction of Fire & EMS Service



Jefferson County Fire Protection District No. 2 • Quilcene Fire Rescue
is seeking an exceptional, collaborative, and forward-thinking fire
service executive to serve as Assistant Chief

This leadership position oversees operations, training, EMS programs, personnel development, volunteer engagement, and emergency response. The successful candidate will help guide a progressive combination fire and EMS department serving Quilcene and Coyle while helping shape the future of the organization during an anticipated leadership transition.

The ideal candidate is a collaborative and engaged leader with strong communication skills and a demonstrated commitment to operational excellence, personnel development, and community service. They will be equally comfortable providing strategic leadership in the administrative environment and serving in command roles during emergency incidents. Successful candidates will value mentorship, accountability, innovation, and the development of both career and volunteer personnel.

Key Responsibilities

- **Leadership:** Direct and manage Operations, Training, and EMS programs.
- **Training & Professional Development:** Develop, implement, and support modern training programs that promote operational readiness, safety, and professional growth.
- **Volunteer Engagement:** Champion volunteer recruitment, retention, on-boarding, and development initiatives that strengthen the organization's long-term success.
- **Fiscal Stewardship & Grants:** Assist with budget development and pursue grant opportunities that support district facilities, equipment, and strategic priorities.
- **Emergency Response:** Respond to significant incidents and serve in command and chief officer roles as required.
- **Interagency Collaboration:** Foster strong working relationships with partner agencies, regional organizations, and community stakeholders

Qualifications & Requirements

- Minimum five (5) years of progressively responsible Fire/EMS experience, including at least four (4) years in a supervisory rank (Lieutenant, Captain, or equivalent), with demonstrated leadership in personnel development and incident management.
- Washington State EMT certification or higher.
- Must possess and maintain all certifications and qualifications required for position, including Firefighter II, Fire Officer I-III, Instructor I-II, Fire Inspector I, Incident Safety Officer, Blue Card Incident Command, NIMS/ICS compliance, and NWCG Firefighter I/Crew Boss.
- Valid Washington State Driver License with an insurable driving record.

Preferred:

Degree in Fire Administration, Public Administration, or Emergency Management; labor-management experience; advanced EMS certification; successful grant writing and administration experience.

Applications received by September 13, 2026, will receive first consideration. Position open until filled.

Interested applicants must submit a completed **employment application**, **cover letter**, and **resume** to Quilcene Fire Rescue

Attn: District Secretary by email: districtsecretary@qfr2.org or by mail: PO Box 433, Quilcene, WA 98376

Applications are available at: www.quilcenefirerescue.org • Questions? Call 360-765-3333

Quilcene Fire Rescue is an Equal Opportunity Employer