



NORTH LAKE TAHOE FIRE PROTECTION DISTRICT

866 Oriole Way – Incline Village, NV 89451-9439
(775) 831-0351 Fax (775) 831-2072 www.nltfpd.net
Ryan Sommers – Fire Chief

JOB POSTING – BATTALION CHIEF

POSTING DESCRIPTION

Applications are being accepted to fill a single projected full-time vacancy for the position of Battalion Chief.

SUMMARY JOB DESCRIPTION

Under general direction, performs professional fire administrative and managerial duties involved in planning, organizing, coordinating, supervising, and implementing assigned programs, activities, and operations on the assigned Shift including operations, emergency medical services, disaster preparedness, fire prevention, fire inspection, fire investigation, code enforcement, training, facility/equipment maintenance, and related programs, services, and operations; serves as Officer-in-Charge for assigned shift and responds to incidents to perform duties as required and/or assume command responsibilities; coordinates assigned activities and services with other shifts, departments, and outside agencies; and provides highly responsible and complex staff support to the Assistant Fire Chief and Fire Chief.

FLSA STATUS

Exempt, full-time, assigned to shift.

SALARY RANGE

\$126,000 – \$201,154

BENEFITS (Follows current Policies & Procedures, subject to change by the District, legislation, or changes in the collective bargaining agreement with Tahoe Association of Chief Officers) to include but are not limited to:

- No Nevada State Income Tax, if residing in Nevada
- Pension Plan (NV PERS) – contributions paid 100% by District. Participants vested after five years.
- Holiday Pay
- Vacation, Sick, Comp Time, Military leave plans
- Uniform allowance
- 100% Employee and dependent coverage for Health, Dental, Vision, Short-term disability, AD&D, and Life Insurance paid by the District.
- Workers' Compensation
- Family Medical Leave Act (FMLA) up to 12 weeks unpaid per rolling 12-months
- Employee Assistance Plan
- Deferred Compensation (Section 457) plan available
- Voluntary additional insurance plans are available

SELECTION PROCESS

Following initial screening and review of application materials, only the top 14 qualified applicants will be invited to advance to the assessment center.

The Assessment Center will consist of a variety of assessment exercises designed to allow candidates the opportunity to demonstrate, under standardized conditions, the entry level knowledge, skills and abilities most essential for success as a Battalion Chief with the NLTPD.

The Assessment Center is tentatively scheduled for January 8th and 9th.

NLTPD Employment Application and Job Description can be found following the link below:

<http://www.nltfpd.org/employment>

You will be required to submit the following documentation for your application to be complete:

1. Completed Application
2. One-page introduction letter
3. Resume

Send Completed Applications and License/Certificates to: employment@nltfpd.net

TENTATIVE SCHEDULE

Application packet deadline – November 21st, 2025 at 1700

Assessment center – January 8th and 9th

Chief's interview – January 27th and 28th

The fire district reserves the right to close the recruitment process prior to the initially posted deadline if a sufficient number of qualified applications are received.

The fire district reserves the right to close the application process and not fill the position if a sufficient number of qualified applications are not provided. The information contained within this announcement may be modified or revoked without notice and does not constitute either an expressed or implied contract.

Incomplete applications and packets will not be considered; the North Lake Tahoe Fire Protection District has the right to refuse any/all applications.

EDUCATION AND EXPERIENCE GUIDELINES

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

EDUCATION/TRAINING:

Associate degree (or higher) with major course work in fire science, fire administration, public administration, or other related field supplemented with specialized Fire Officer training. Bachelor's Degree required within three years of appointment.

EXPERIENCE:

Five years of increasingly responsible fire service experience including three years of supervisory or administrative experience at the level comparable to that of a Fire Captain.

LICENSE OR CERTIFICATE:

A valid driver's license with "F" endorsement or equivalent
Firefighter II
Nevada AEMT or Paramedic and CPR/AED certifications
Hazardous Materials Incident Command
Incident Command System (ICS) 100, 200, 300, 400, 700, 800
Fire Instructor II certification and Fire Officer II certification

SPECIAL REQUIREMENTS

Must meet insurability requirements of the district's insurance carrier.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Direct and supervises daily operations, training, and readiness of assigned companies.
- Responds to all-risk emergencies and assumes command of major incidents.
- Provides leadership, mentorship, and performance management for company officers.
- Oversees station activities, staffing, and scheduling to maintain operational readiness.
- Coordinates multi-agency operations and serves as Duty Chief on a rotating basis.
- Assists with budget development, policy implementation, and long-range planning.

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

QUALIFICATIONS

The following statements outline the knowledge, skills, and abilities required to perform the duties of the position successfully.

KNOWLEDGE OF:

- Principles and practices of modern fire service operations, including fire suppression, prevention, investigation, hazardous materials response, emergency medical services, and disaster preparedness.
- Fire science theory, building construction, and fire protection systems as they relate to emergency operations and firefighter safety.
- Incident Command System (ICS), NIMS, and multi-agency coordination during all-risk incidents.
- Principles of leadership, supervision, training, performance evaluation, and organizational development.
- Administrative practices including budgeting, policy implementation, data management, and program development.
- Applicable federal, state, and local laws, codes, and regulations related to fire and emergency services.
- Effective communication, public relations, and community engagement techniques.
- Local geography, hazards, and community risk factors within and surrounding the District.
- Safe work practices, equipment operation, and maintenance of fire apparatus and emergency vehicles.

ABILITY TO:

- Lead, supervise, and mentor personnel in daily operations, training, and emergency response.
- Exercise sound judgment and maintain calm, decisive leadership in high-pressure, all-risk incidents.
- Analyze complex problems, identify solutions, and implement effective operational and administrative strategies.
- Oversee budgets, projects, and programs with attention to efficiency, accountability, and continuous improvement.
- Communicate clearly and professionally, both orally and in writing, with employees, other agencies, and the public.
- Foster collaboration, teamwork, and a culture of safety across all divisions and shifts.
- Operate and ensure the readiness of fire apparatus, equipment, and technology used in emergency services.
- Represent the District with integrity and professionalism in all interactions.
- Work flexible schedules, including nights, weekends, holidays, and extended operational assignments as needed.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

- Battalion Chiefs serve in both office and field environments. The position requires the ability to work in high-stress, physically demanding situations during emergency incidents and training exercises. Candidates must be capable of performing all-risk emergency operations while wearing full personal protective equipment and self-contained breathing apparatus.
- Work may involve exposure to extreme weather, smoke, hazardous materials, loud noise, and extended periods of physical exertion. The position also requires periods of administrative work at a computer and attendance at meetings and trainings both within and outside the District. Battalion Chiefs must be available for extended shifts, night and weekend duty, and emergency recall as needed.

Equal Opportunity Employer: The North Lake Tahoe Fire Protection District is an equal opportunity employer. Federal and State laws prohibit discrimination in employment on the basis of race, color, religion, sex, national origin, age, sexual orientation, veteran status or on the basis of disability.

For additional information, contact employment@nltpd.org or (775) 831-0351