

Travis County • Texas

invites your interest in the position of

Fire Marshal



An Exceptional Opportunity for a Dynamic, Energetic, Professional Seeking to Make a Difference

Travis County, Texas, is looking for a skilled professional with strong visionary and collaborative leadership skills to become a key member of the County's exceptional senior leadership team and serve as its next Fire Marshal.

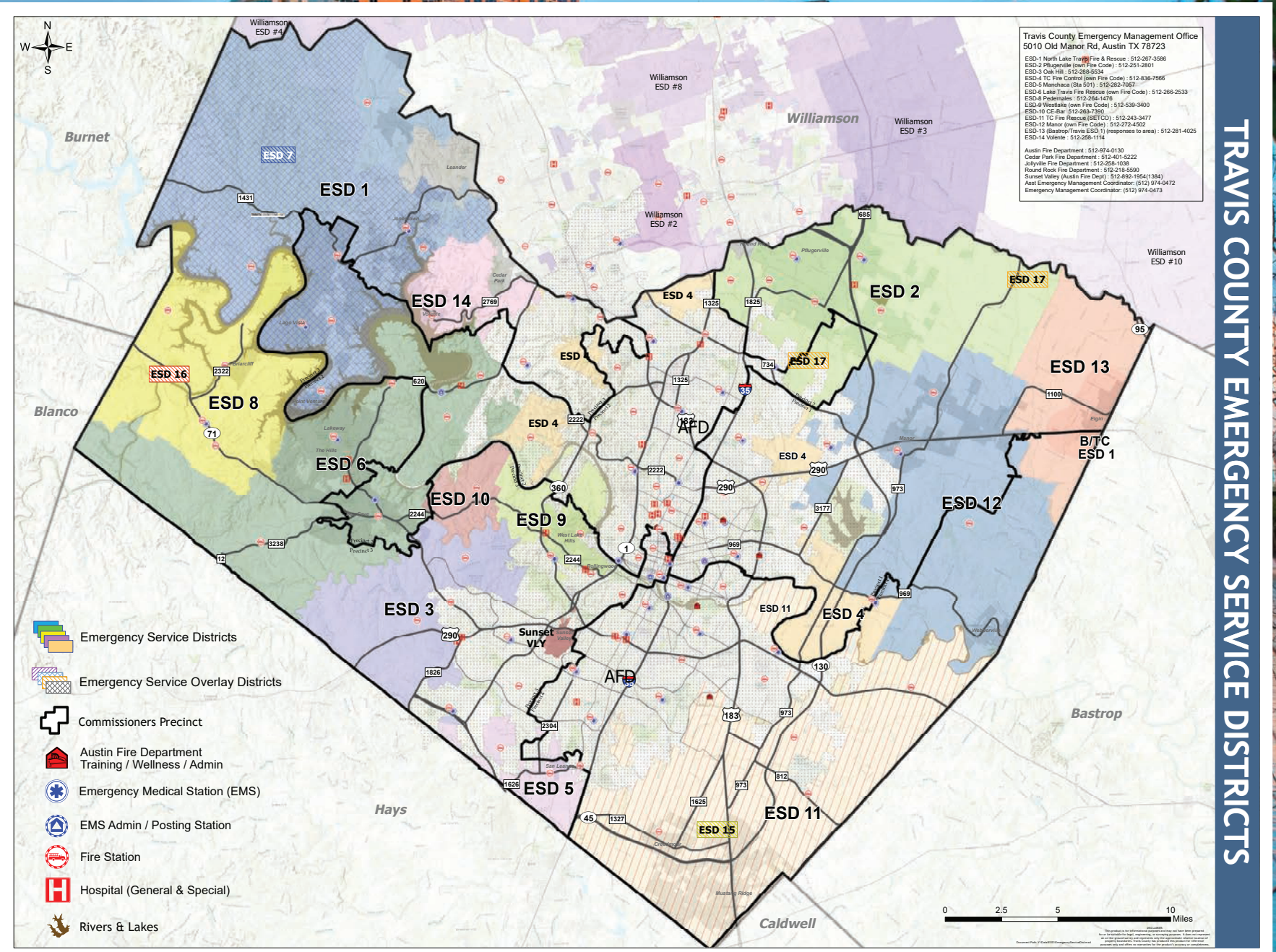




County Government

Highly regarded as one of the best run governments in the state, Travis County is in the heart of Central Texas. As the fifth most populous county, its county seat and most populous city is Austin, the state capital.

Travis County is governed by a Commissioners Court form of government which is composed of a County Judge and four County Commissioners, who function as the County's primary legislative and policy making body. The Judge is elected county-wide and serves as the County's Chief Executive Officer. The Commissioners are elected by Precinct to staggered four-year terms. Within the county, there exist 17 Emergency Services Districts, ESD's. Similar to school districts, an ESD is a political subdivision established pursuant to Chapter 775 of the Texas Health and Safety Code to support or provide local emergency services such as fire protection, fire prevention and emergency medical services. Each ESD is independently funded by an ad valorem tax supplemented, often, by a small share of local sales tax.



TRAVIS COUNTY EMERGENCY SERVICE DISTRICTS

A Vibrant Culturally Enriched County Considered as “The Place to Be”

Travis County and its county seat, City of Austin, make up a vibrant and fast-growing area that provides an unmistakably wonderful combination of rich history, natural beauty, exceptional music, art and cultural opportunities. It represents a rich blend of residents, business owners, entrepreneurs, and artists. Given its vibrancy, Travis County attracts visitors and new residents from all over world. With a subtropical climate, the weather is ideal for outdoors enthusiasts. It allows you year-round access to an abundance of beautiful parks, lakes, and hiking trails with incredible vistas. With Lake Travis and Lake Austin nearby, boating, jet skiing and other water activities are also popular. Throughout the area, you will find an array of delectable foods and a variety of incredible music scenes. Travis County also offers an array of higher educational opportunities, including the world-renowned academic powerhouse University of Texas at Austin, St. Edward’s University and the private, historically Black college, Huston-Tillotson University. Throughout Travis County and the city of Austin you will find an abundance of well-kept neighborhoods that offer a multitude of architectural housing styles including Hill Country, Ranch, Craftsman Bungalow, Victorian, Spanish and Mediterranean. Whether you choose to purchase or lease, the cost of housing in several desirable neighborhoods is considered reasonable when compared with other parts of the country.



The Office of the Fire Marshal

The Office of the Fire Marshal plays a critical role in the care, safety, and protection of the Travis County community and has statutory authority in the unincorporated areas of the County. The Fire Marshal's office is under the auspices of Emergency Services and reports through the Emergency Services County Executive to the Commissioners Court.

The Fire Marshal directly oversees and manages a staff of 15 FTEs and a current year operating budget of \$1.5 million dollars, and a fire code reserve fund of approximately \$6 million dollars. Fire prevention activities conducted by the Fire Marshal's Office include such functions as plan review processes, fire code inspections/enforcement, fire investigations, permit issuance, and training of community residents in the relevant areas of fire prevention. The Fire Marshal is also responsible for the overall administration of the Fire Prevention Division's programs, services, and personnel. The next Fire Marshal is expected to serve as a trusted leader and collaborative member of the County Executive's senior management team as well as a valued partner and liaison to the ESD's and the City of Austin's Fire Prevention Bureau.

The successful candidate shall be a forward-thinking, highly communicative visionary who is an aspirational, collaborative and team-oriented problem solver. The selected candidate must demonstrate an ability to be a change agent who values the perspectives of those within the Office, throughout the County organization and the community at large, and can ignite a renewed energy in providing the highest level of public service.

This is a senior leadership position that may require flexible hours from time to time to respond to and oversee emergencies.



The Ideal Candidate

The ideal candidate will be a strategic, purpose-driven leader focused on clearly defined outcomes. The selected candidate will be an outstanding communicator and relationship builder who can easily foster credibility with a wide range of internal and external audiences. The ideal Fire Marshal will be a leader who is fair, ethical, decisive and whose leadership and decisions will focus on what is best for the community at large.

In addition to these criteria, the ideal candidate will also possess the following attributes and strengths:

- Visionary leadership skills.
- An ability to establish trusting relationships.
- Excellent listening skills.
- High level of Emotional Intelligence.
- Technical knowledge.
- Fiscally responsible.
- Willingness to hold one's-self and staff accountable.
- Display a commitment to ensuring staff are well-developed and prepared for optimum performance in their respective roles.
- Excellent interpersonal skills and political acumen, yet apolitical when interfacing with stakeholders.



Opportunities and Challenges

The new Fire Marshal will need to address challenges and opportunities that will require creative problem-solving, including:

- The unique opportunity to evaluate and recommend a complete restructuring of the Office to delineate clearly defined lines of authority, responsibilities, and functions.
- Working with staff to develop a mission and vision statement and a five-year strategic plan.
- Establishing transparent, collaborative relationships with all stakeholders including County residents, other County departments, and professional peers.
- Through change management and high performing teams, ensuring the integration of innovative technologies, the strengthening of delivered services, and the establishment and achievement of Office goals.



Qualifying Education and Experience

Any combination of education and experience that has been achieved and, is equivalent to the stated education and experience and required knowledge, skills, and abilities sufficient to successfully perform the duties and responsibilities of this position. A typical way to obtain the knowledge and abilities would be:

Education: A Bachelor's degree in Emergency Management, Fire Technology, Criminal Justice, Public Administration or a related field. A Master's degree in one of the fields listed above would be highly desirable.

Experience: Five to nine years fire prevention, emergency management or law enforcement experience including three to five years of progressively responsible professional level experience at the mid-to senior supervisory or management level.

License & Certifications:

Must obtain and maintain throughout employment as follows:

- Advanced or Master's Certification, issued by the Texas Commission On Law Enforcement (TCOLE), within two years of hire.
- Intermediate TCFP Arson Investigator Certification and Intermediate TCFP Fire Inspector Certification issued by the Texas Commission on Fire Protection, within two years of hire.
- Valid Texas Driver's License, within 60 days of hire.

All candidates who meet the qualifying education and experience are strongly encouraged to submit credentials for consideration.

Compensation and Benefits

Travis County offers a competitive compensation and benefits program. The annual salary range for this position is \$93,728.99 to \$155,965.03. Starting negotiation will begin at \$121,000 depending on qualifications and experience (DOQE) consistent with the County's recent practices.

Other executive level benefits for this position includes:

- Employee Health Care (with no pay)
- Retirement Benefits (vested after eight years of service)
- Eleven paid holidays
- Sick leave (eight hours per pay period with unlimited accrual)
- Three paid personal holidays
- Longevity pay (after three years of continuous service)

Application & Selection Process

Candidates are encouraged to submit early in the process for optimal consideration. To be considered, candidates must submit a cover letter and comprehensive resume to apply@ralphandersen.com. The closing date for submittal of materials is Monday, January 13, 2025.

This is a highly confidential process. Professional references will be contacted later in the process once mutual interest has been established. A completed release will be required by top candidates to verify employment, education, and other verifications, as appropriate.

If you have questions or would like to discuss the opportunity further, please contact Mr. P. Lamont Ewell at 916-630-4900. Confidential inquiries are welcomed.

It is important to note that Travis County has a Sunshine Ordinance that requires the County to release the names of finalist upon request.

Travis County is an equal-opportunity employer that values workforce diversity, inclusion, and equity.