

# FORT MYERS BEACH

## FIRE CONTROL DISTRICT

The Fort Myers Beach Fire Control District  
is seeking qualified applicants for the position of

# FIREFIGHTER/PARAMEDIC



Final Date for Submittal: June 12, 2017 at 4:00 pm Fort  
Myers Beach Fire Control District  
100 Voorhis Street, Fort Myers Beach, Florida 33931

*Providing Tomorrows Quality Service Today*



## FORT MYERS BEACH FIRE CONTROL DISTRICT

### FIREFIGHTER / PARAMEDIC POSITION ANNOUNCEMENT

## Welcome to the Fort Myers Beach Fire Control District

The Fort Myers Beach Fire Control District is located in Southwest Lee County, Florida, covering the islands of Estero and San Carlos, as well as nearby areas. Our team provides services to a population of approximately 9,000 full time residents, over 40,000 peak season residents, and over 1.8 million visitors each year. In addition to a significant population increase in peak season, Estero Island is a well-known and highly frequented Spring Break destination for visitors around the world. The Fort Myers Beach Fire Control District covers a 10 square mile area out of 3 fire stations strategically placed within the District, as well as responds to many areas of Southwest Florida through an automatic aid and closest unit response system.

The District began as a volunteer fire department in 1949 by the Beach Improvement Association, Inc. The District incorporated as the Fort Myers Beach Fire Control District in 1950 with an estimated population of only 2,500 residents. Since, the Fort Myers Beach Fire Control District has become a full-service career and emergency response organization protecting the residents and visitors of this highly sought after and growing location.



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

The District's total annual operating budget is approximately \$11,000,000, and total expenditures and designated funds are approximately \$16,000,000, which is primarily funded through property tax collection, fees for services, and impact fees.



# FORT MYERS BEACH FIRE CONTROL DISTRICT

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### Organizational Structure

The Fort Myers Beach Fire Control District is a Special District of Florida, which operates by the governance and leadership of 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 vision for the organization, strategic and long range planning objectives, as well as overseeing financial activities.



Firefighters & Paramedics	25
Driver Engineers	9
Company Officers ( <i>Lieutenants &amp; Captains</i> )	9
Fire Prevention Specialist	2
Administrative & Support Staff	5
Battalion Chiefs	3
Division Chiefs	1
Assistant Chief	3
Fire Chief	1
<b>Total Personnel</b>	<b>58</b>

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



## Branches, Divisions & Programs

The Fort Myers Beach Fire Control District is organized into major branches, divisions, and programs to achieve the maximum benefit in all aspects of resident and visitor needs. Fort Myers Beach Assistant Chiefs, Directors, and Division Chiefs 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, to include emergency response, training, emergency medical services, apparatus, and equipment. The Operations Branch is overseen by an Executive Assistant Fire Chief, who works closely with the Assistant Chief of Training, Education and Safety, Division Chief of Emergency Medical Services, Battalion Chiefs, Captains, Lieutenants, Driver Engineers, Paramedics, and Firefighters to execute the operational mission of the organization.



### Training Division

The Fort Myers Beach Fire Control District Training Division coordinates and manages all initial, on-going, and advanced level training. This includes development programs for the Firefighter, Driver Engineer, and Fire Officer. 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.

### Emergency Medical Services (EMS) Division

The Fort Myers Beach Fire Control District EMS Divisions responsibilities include the management and planning of all levels of EMS delivery to include Advanced Life Support (ALS) transport ambulances, as well as fully staffed ALS fire apparatus to ensure ALS care is provided by the closest unit responding. The EMS Division also oversees EMS education, training, equipment, supplies, and administration of all medical services.



Life Safety and Support Services Branch

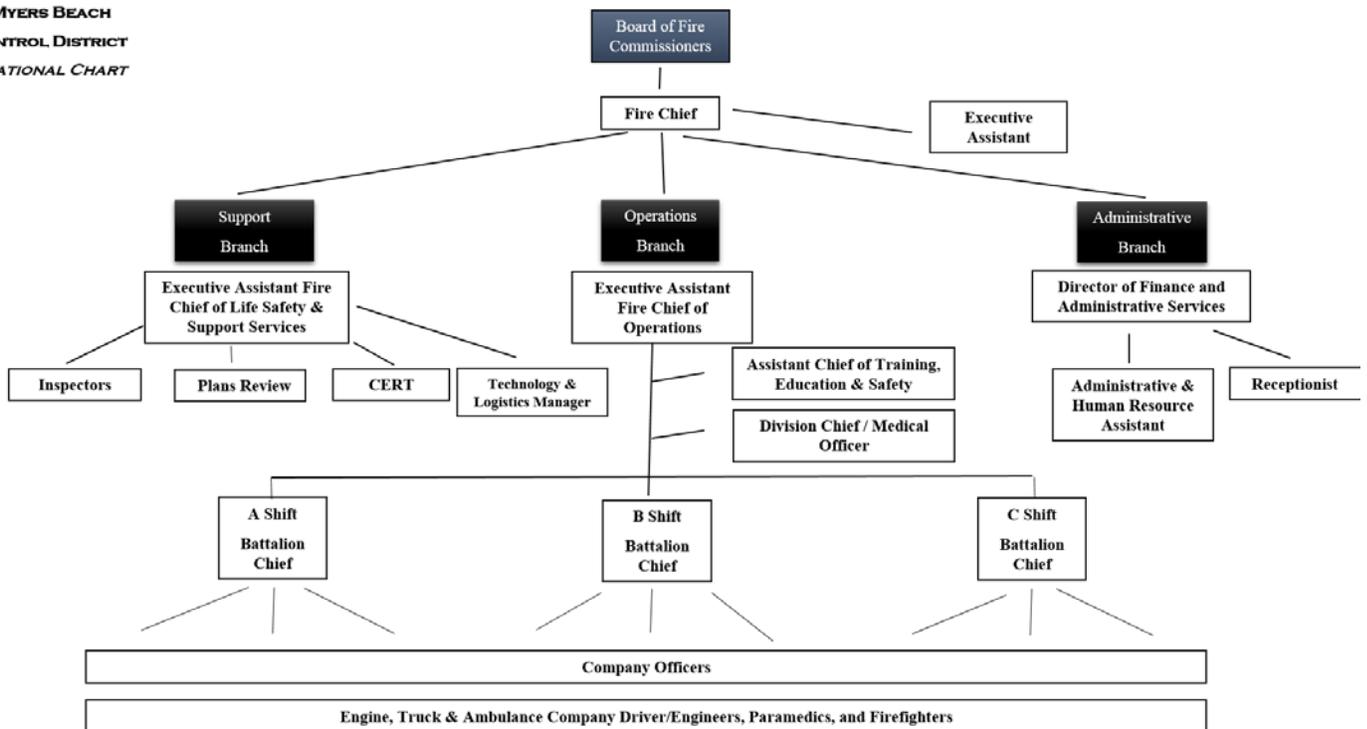
The Fort Myers Beach Life Safety and Support Services Branch oversees all the of the organizations prevention and code enforcement aspects, as well as the logistical components which support the organizations mission such as facilities, technology, and communications. The Life Safety and Support Services Branch is overseen by an Executive Assistant Fire Chief.

Administration

Administrative services manage everything from payroll and payables, to budgeting and forecasting finances for future sustainability and growth. The Fire Chief works with the Fire Board of Commissioners, administrative staff, legal counsel, finance, and fire department officers to manage administration functions.

The Administrative Branch is overseen by the Director of Finance and Administrative Services and provides support to all Fort Myers Beach Fire Control District divisions and programs through document and policy management, benefit administration, purchasing processes, and budgeting. The administration also provides the organization’s Human Resources department, risk management coordination, and Strategic Planning Section.

FORT MYERS BEACH FIRE CONTROL DISTRICT ORGANIZATIONAL CHART





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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 Fort Myers Beach Fire Control District Firefighter/Paramedic 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 is a position you believe is the right fit for you.

As we search for new Firefighter/Paramedic's for our team, I am committed to finding individuals which are the right fit personally and professionally. We are a proud family, who functions with a true and genuine focus on internal and external customer service.

The ideal candidate will be committed to being a team player and working closely with his/her crew, as this is a key building block of a strong and efficient team. He/she will maintain high moral and ethical character, as well as follow our leaders and decision makers executing our mission, vision, and values. Our ideal candidate will always place service to our team above self, personal beliefs, desires or motives.

The Fort Myers Beach Fire Control District is proudly focused on high quality service to our community. This concept is embraced by our members and leadership, as we continue to find new ways to live this in our daily actions. We seek candidates who share this focus, are committed to living it out, and can surface new ways to continue our innovative methods of proud fire and EMS service delivery.

Though we highly value the qualification requirements of this position, as they create a baseline standard of professional competency, I also hold in high regard an individual of compassion, ethics, and a sincere dedication to the proud fire tradition of service. With this, I personally desire a fire service professional that aspires to be a part of our team and demonstrates sincere dedication, compassion, and accountability to continuous improvement and training.

I wish you the absolute best in this process and look forward to meeting you and learning the ways you can serve this phenomenal team of professionals.

A handwritten signature in black ink, appearing to read "Matthew R. Love".

Matthew R. Love  
Fire Chief  
Fort Myers Beach Fire Control District



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#### The Position of Firefighter/Paramedic

The Fort Myers Beach Firefighter/Paramedic possesses skilled and specialized work abilities involving the prevention, suppression, and extinguishment of fires; performs rescue and emergency medical services, and assists in the control and resolution of incidents. The Firefighter / Paramedic works under the direct supervision of the Company Officer. He/she represents the department in a dignified manner by being well groomed, courteous, and tactful in all interactions with, or assisting, the public and other agencies.

The Firefighter/Paramedic may assist the Company Officer and the Driver/Engineer in carrying out department policies, rules, regulations, and standard operating procedures.

The Firefighter/Paramedic participates in aggressive training programs, regular drills, and responds to emergencies as a team member.



***See the Probationary Firefighter Position Description on our website: [www.fmbfire.org](http://www.fmbfire.org) for further requirements.***

#### ***Minimum Requirements:***

- Must be at least 18 years of age.
- Be a non-smoker/non-user of tobacco for at least one (1) year prior to application.

#### ***Education:***

- Must possess a High School diploma or G.E.D.

#### ***Certificate or Licenses:***

- Florida Driver's License (or eligible to obtain within 30 days of employment)
- Current National or Florida State Paramedic Certification  
*(Nationally Registered Paramedics will be required to successfully challenge the Florida State program)*
- Current Healthcare Provider BLS/ACLS and PALS certification

#### ***Within One Year:***

- FMBFCD Credentialed Paramedic
- Florida State Certified Firefighter

#### ***Preferred:***

#### ***The Ideal Candidate Will Possess***

- Qualifying Experience. (Defined as: A certified Paramedic who has worked under a Physicians Medical License to act as a "Lead" or "Primary" treating Paramedic on a 911/Emergent Transport Ambulance within the last 24 months. Candidate must achieve and maintain FMBFCD Paramedic Credentialing status within 18 months of hire.
- Florida State Firefighter Certification
- Associate Degree or higher in Fire/Science, EMS, or a related field from an accredited college or university is desired.
- Emergency Vehicle Operations Certificate



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#### Compensation and Benefits

- **The annual estimated total Probationary Firefighter/Paramedic Compensation Package is valued at \$81,400.00 for Probationary Firefighter/Paramedics with Qualifying Experience, and \$70,940.00 annually for Non-Qualifying Experience Firefighter/Paramedics.**

*Please see correlating documents for pay increases beyond the first year of employment.*

*(The Above Includes: Base Salary, Averaged Overtime, Holiday Pay, Family Health, Dental & Vision, Florida Retirement Service District Contribution, and Short and Long Term Disability)*

*Qualifying experience is defined as: A certified Paramedic who has worked under a Physicians Medical License to act as a "Lead" or "Primary" treating Paramedic on a 911/Emergent Transport Ambulance within the last 24 months. If applicable, this will be assessed by the organization prior to hire. Candidates must achieve and maintain FMBFCD Paramedic Credentialing status within 18 months of hire.*

- **Base Pay:** The base Probationary Firefighter Salary for 2016 is \$51,000.00 for Qualifying Experience Paramedics and \$42,500.00 for non-qualifying experience Paramedics. See above for qualifying definition.

*Following the Probationary Period (at least 1 year), additional compensation levels are available, as well as compensation increases for formal education and service time. Non-Probationary Firefighter/Paramedic pay ranges from \$63,000.00 to \$71,500.00 in year two, and may escalate in subsequent years, subject to the CBA and District policy.*

- **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 20% valued at an average of \$20,360.00 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 22.57% of gross salary, equaling a total contribution of 25.57%. 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 District 3 Collective Bargaining Agreement (CBA).
- **Education, Development and Training:** Education, Development, and Training is highly encouraged by the District and funded for the employee through a rewarding Education Plan.

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. The most current version of the District 3 Collective Bargaining Agreement (CBA) which outlines the entire agreement for the position of Firefighter/Paramedic is available upon request.

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

*The FMBFCD reserves the right to modify hire/experience parameters prior to employment.*



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#### The Application Process

Applications are available online at [www.fmbfire.org](http://www.fmbfire.org), 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 and include the required certifications. Incomplete applications and applications missing certifications will not be accepted. All applications and supplemental documentation required must be received by 4:00 pm Eastern Standard Time, on June 12, 2017. 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@fmbfire.org](mailto:Apply@fmbfire.org).

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 the finalists are chosen, except where law prohibits.

#### Process Specifics

Candidates who successfully meet all requirements will be contacted and invited to the District's Assessment Center to take a written exam, physical agility assessment, and medical skills scenario, pending passing scores. This event will be conducted on **Monday, June 26, 2017, 9:00 am**, at the Southwest Florida Public Service Academy, located at 4312 Michigan Avenue, Fort Myers, Florida 33905.

Candidates which successfully pass all three (3) phases of the assessment will then have the opportunity to interview on **Tuesday, June 27, 2017** at the Fort Myers Beach Fire Control District Headquarters facility, located at 100 Voorhis Street, Fort Myers Beach, Florida, 33931.

Study materials for the exams include:

- International Fire Service Training Association (IFSTA) Essential of Firefighting 6<sup>th</sup> Edition
- Current edition Paramedic Texts (Brady, Mosby, Paramedic Care, etc.) and current 2015 American Heart Association (AHA), PALS, BLS, ACLS Guidelines.
- National Registry of Emergency Medical Technicians Paramedic (NREMTP) and AHA Practical Skills Sheets.

You may obtain the required agility outline for the Employment Assessment on our website at: [www.fmbfire.org](http://www.fmbfire.org).

*Further date notification 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.**