

Fire Chief / Fire Marshal

Plumstead Township, Bucks County, Pennsylvania

Plumstead Township is seeking a highly qualified and experienced professional to lead the Township's fire protection services as it establishes a paid career fire service (daytime crew) to complement its volunteer fire companies. This is a senior leadership position that will assist in creating the first paid fire department in the township. The Fire Chief will be responsible for creating the operational readiness and administration of the fire department, hiring of fire personnel, creating policy and acquiring equipment for fire personnel. Once operational, the Fire Chief will assume responsibility for the daily operations of the department to include operational command, fire prevention, and strategic planning to ensure effective emergency response and community safety.

In addition to serving as Fire Chief, this position will function as the Township Fire Marshal and Emergency Management Coordinator.

Position Overview

Initially, the Fire Chief will work closely with township staff to create the paid fire service. Once operational, the Fire Chief will be responsible for the leadership, management, and administration of all aspects of Plumstead Township's fire service, including supervision of weekday daytime paid fire staff and coordination with volunteer fire companies. The Chief reports directly to the Director of Public Safety and will work closely with Township officials, regional partners, and the community.

Essential Duties and Responsibilities

- Implement, provide leadership and overall management of Township fire protection services
- Develop, implement and maintain internal standard operating guidelines and procedures
- Evaluate and acquire equipment
- Assist with grant funding opportunities
- Supervise and schedule paid daytime firefighters to ensure weekday coverage
- Coordinate and maintain effective working relationships with volunteer fire companies
- Respond to major fire, rescue, and emergency incidents and assume command as required
- Oversee training programs and ensure compliance with state and federal standards
- Prepare and manage the fire service budget
- Direct maintenance, testing, and replacement of apparatus, equipment, and PPE
- Administer fire prevention, inspection, and public education programs
- Ensure compliance with NFPA, OSHA, and applicable laws and regulations
- Recruit, mentor, and evaluate fire service personnel
- Serve as liaison to Township officials, mutual aid partners, and emergency management agencies
- Prepare reports, recommendations, and strategic plans for the Township Board of Supervisors

- Serve as Township Fire Marshal and Emergency Management Coordinator
- Works with the Federal Emergency Management Administration (FEMA), state, and county officials during manmade and natural disasters
- Reviews and revises the Emergency Operations Plan
- Other duties as assigned

Knowledge, Skills, and Abilities

- Comprehensive knowledge of modern fire suppression, rescue, and emergency management
- Strong leadership and decision-making skills under high-stress conditions
- Ability to manage both career and volunteer personnel collaboratively
- Strong budgeting, planning, and organizational skills
- Excellent written, verbal, and interpersonal communication skills
- Knowledge of fire prevention, inspections, and community risk reduction

Desired Qualifications

- High school diploma or GED required (Bachelor's degree in Fire Science, Public Administration, or related field preferred)
- Minimum of 10 years of progressive fire service experience, including 5 years in a supervisory or command role
- Pennsylvania Firefighter II certification
- Pennsylvania Fire Officer I certification
- Pennsylvania EMT certification preferred
- Valid Pennsylvania driver's license
- Completion of ICS 100, 200, 300, 400, 700, and 800
- Ability to meet departmental physical and medical standards
- Fire Inspector II (CFI-II) with the International Code Council (ICC) or NFPA.
- Certified Fire Protection Specialist (CFPS) or equivalent.

Working Conditions

- Initially working in an office setting to work closely with township staff
- Combination of administrative and emergency response duties
- Subject to callback for major incidents and emergency events
- Exposure to hazardous environments including fire, smoke, and hazardous materials

Salary and Benefits

\$110,000 for applicants who meet all required qualifications. Generous benefit package including health insurance and retirement benefits.

How to Apply

Interested candidates should submit a cover letter, resume, and copies of relevant certifications to:

**Plumstead Township
5186 Stump Rd
Pipersville PA 18947
Attn: Director of Public Safety**

Or

Submit electronic copies to:

dmettin@plumstead.gov

Subject Line: Fire Chief Application

Applications will be accepted until the position is filled.

Plumstead Township is an Equal Opportunity Employer.