



Ozark Fire District

Jarett Metheny

Fire Chief

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The Ozark (MO) Fire Protection District is seeking an experienced professional to join our team as the next Deputy Fire Chief. This position fulfills a critical leadership role within the District; responsible for the oversight and strategic direction of emergency operations, training, resource management, and administrative programs. This position ensures the daily operations and staffing of the District, provides critical incident management, and serves as the Acting Fire Chief as required.

Summary of Responsibilities

- Provides leadership and management for emergency operations and daily functions.
- Directs emergency preparedness, response, mitigation, and recovery activities.
- Leads and supervises Assistant Chiefs and Battalion Chiefs, overseeing personnel policies, performance evaluations, and professional development.
- Coordinates the development and implementation of operational procedures and guidelines.
- Manages assigned budget components and ensures fiscal responsibility.
- Coordinates all aspects of resource management, including apparatus, equipment, PPE, and facilities.
- Enhances inter-agency coordination with local, county, and regional partners.

Summary of Requirements

- Fifteen (15) years of progressive fire service experience, with a minimum of five (5) years of supervisory experience at the Battalion Chief level or higher.
- Demonstrated substantial experience in large-scale emergency preparedness and response operations
- Completion of executive and command level leadership credentials and certification..
- Bachelor's Degree required; Master's Degree highly preferred.
- Current State of Missouri Emergency Medical Technician - Basic (EMT-B) certification.
- Preferred Fire Service Certification and Qualifications:
 - Fire Officer
 - Fire Service Instructor
 - Fire Inspector
 - Fire Investigator
- Successful completion of a comprehensive fit-for-duty physical examination.
- Must establish residency within the Ozark Fire Protection District within a reasonable and mutually agreed upon timeframe.

- Note: Any required certifications or qualifications not held at the time of hire must be obtained within a mutually agreed upon timeframe.

Highly Desired Attributes

- Exceptional leadership, communication, and interpersonal skills.
- Proven ability to make sound judgments and lead effectively under pressure.
- A strong commitment to organizational development, team building, and fostering relationships.
- Fiscal experience managing budgets and capital projects.
- Experience in preparing for and responding to large-scale events.

Compensation & Benefits Package

- Salary: Commensurate with qualifications and experience. The anticipated hiring range for this position is \$105,000 - \$115,000 annually.
- Health Insurance: Comprehensive medical, dental, and vision insurance plans. (Details regarding employee/employer contributions will be provided during the interview process).
- Retirement: Participation in the Missouri Local Government Employees Retirement System (LAGERS) at the L12 (1.75) Non-Contributory level, which is 100% Employer Funded.
- Paid Time Off: Generous vacation, sick leave, and holiday accruals.
- Life Insurance: District-provided life insurance, with optional supplemental coverage.
- Health Savings Account (HSA): \$3,500 Health Savings Account that compounds and transferable.
- Professional Development: Opportunities and support for ongoing training, certifications, and advanced education.
- Other Benefits: Allowances for Cell Phone and Uniforms along with a District Vehicle.

The Selection Process

- Application Review: Initial screening of submitted resumes, cover letters, and applications to review desired qualifications and experience.
- Assessment Center: Depending on the applicant pool, qualified candidates may be invited to participate in an assessment center, which could include:
 - Oral presentations
 - Tactical exercises
 - Written exercises
 - Interview Panel
- Background Investigation: A thorough background check will be conducted on finalists, including criminal history, driving record, professional references, and employment verification.
- Medical Examination & Fit-for-Duty Test: A pre-employment medical examination and successful completion of a fit-for-duty assessment.
- Conditional Offer of Employment: Extended to the top candidate, contingent upon successful completion of all remaining pre-employment requirements.

To Apply

- Access a District application from www.ozarkfire.org. Within the “Careers” tab, select “Current Job Openings” and access the “Deputy Fire Chief” link to download an application.
- A cover letter outlining your leadership philosophy, relevant experience, and why you are the ideal candidate for this role.
- A detailed resume highlighting your qualifications and accomplishments.
- A list of at least three (3) professional references with contact information (references will not be contacted without prior notification).
- Submit all application materials to: Jarett Metheny, Fire Chief
 - Email: jmetheny@ozarkfire.org
 - Mail or In-Person: 604 N. 3rd Street. Ozark, MO 65721
- Timeframe:
 - Wed. Sept. 3: at 12:00 PM CST: Applications Due
 - Fri. Sept. 12: Initial Screening and Supplemental Application Materials Due
 - Tues. Sept. 16: Report to the Board of Directors with Review of Materials
 - Sept. 22-26: Assessment Center and Interviews (Date and Time TBD)
 - Sept. 29-Oct. 3: Final Interview and Conditional Job Offer
 - TBD Background Investigation and Medical Examination
 - TBD Final Job Offer and Start Date

Ozark Fire Protection District is an Equal Opportunity Employer. We encourage applications from all qualified individuals. The Ozark Fire District is committed to an equitable and merit-based selection process.

Submitted: Monday, August 4, 2025