



SONOITA-ELGIN FIRE DISTRICT

“PROUD PAST STRONG FUTURE”



Operations Chief Hiring Process 2026

Join Our Team

The Sonoita-Elgin Fire District (SEFD) welcomes applications from internal and external candidates to join the department as our next Operations Chief. Applications accepted through May 29. Onsite testing and interviews June 9 and 10. Position available July 1. Applications available on SEFD website (www.sefd911.org) or by email request to flaherty@sefd911.org

Job Description

The Operations Chief serves as a senior leader within SEFD, responsible for overseeing all emergency response operations, including fire suppression, emergency medical services, rescue, and operational readiness.

Under the direction of the Fire Chief, this position ensures the effective delivery of services, operational preparedness, personnel performance, and compliance with district policies and applicable regulations. The Operations Chief plays a key role in leadership, planning, training coordination, and the development of operational systems that support SEFD's mission and community expectations.

About SEFD

Sonoita-Elgin Fire District is a combination department serving a rural and diverse response area with a commitment to professional service, operational readiness, and community engagement. SEFD provides fire suppression, EMS treatment and transport, rescue services, and mutual aid response within the region.

Key Responsibilities

Operational Leadership

- Oversee all fire and EMS operations, ensuring readiness and response effectiveness
- Manage and maintain the department's incident management system

- Serve as a Command Officer and participate in incident command as needed
- Ensure compliance with SEFD Response Guidelines and Command Procedures

Personnel Management

- Supervise company officers and line personnel
- Support hiring, promotional processes, and workforce development
- Ensure personnel maintain required certifications and competencies
- Foster a culture of accountability, professionalism, and continuous improvement

Training & Development

- Coordinate all fire and EMS training programs
- Ensure compliance with SEFD Training Policy and Minimum Company Standards
- Identify training needs and support skill development across the organization

Administrative & Strategic Functions

- Manage Operations and EMS budgets in coordination with the Fire Chief
- Oversee EMS program components, including medications and compliance
- Assist with grant writing and strategic planning initiatives
- Provide reports and recommendations to the Fire Chief and Fire Board

Safety & Risk Management

- Promote a strong safety culture aligned with SEFD policies
- Ensure compliance with OSHA, NFPA, and state requirements
- Review incidents, identify trends, and implement corrective actions

Interagency & Community Relations

- Serve as liaison with partner agencies, hospitals, and regional stakeholders
- Represent SEFD in meetings, training, and cooperative efforts
- Support community risk reduction and public education efforts

Minimum Qualifications

Required:

- High School Diploma or GED
- Valid Driver's License
- Minimum 8 years of progressively responsible fire service experience including a command-level role.

- Arizona CEP
- BLS, ACLS, PALS (or equivalent)
- Arizona Firefighter I and II
- NWCG FF II
- Blue Card Certification (or ability to obtain within 18 months)

Preferred:

- Associate's Degree or higher in Fire Science, EMS, or related field
- Fire Instructor, Inspector, or Investigator certifications
- NWCG Firefighter I or higher

Work Schedule

- 40-hour work week, with additional on-call responsibilities
- Participation in command response and after-hours incidents as needed

Residency Requirement

- Must reside within 60 minutes of SEFD Station 1

Benefits and Salary

Salary range \$70,000-\$75,000, Health, dental and vision available with significant SEFD contribution towards premiums, PSPRS or ASRS plan for retirement, uniform allowance

Ideal Candidate Profile

The ideal candidate is a progressive and collaborative leader who:

- Demonstrates strong operational and command-level experience
- Values training, accountability, and team development
- Communicates effectively across all levels of the organization
- Builds trust internally and externally
- Is adaptable in a rural, combination department environment

Hiring Timeline 2026

- Applications accepted 05-13 to 05-29
 - Candidate Information Packet provided upon receipt of application
- Onsite testing and interviews 06-09 and 06-10
- Position available 07-01