



Job Listing: Chief, Middleton Township Fire Department

Middleton Township, Wood County, is seeking a full-time fire chief. The township is located between the cities of Perrysburg and Bowling Green, and south of Toledo. The township is a mix of rural and residential (village and subdivision) communities, with several small businesses and an expanding industrial corridor. It is 32+ square miles in size with a population of approximately 5,600. The township contracts with two contiguous townships to provide fire and fire/EMS services, respectively, to portions of those townships, and also holds mutual aid agreements with several surrounding community first-response departments.

The Middleton Township Fire Department (MTFD) currently consists of a full-time chief, who is retiring within the next several months, and approximately 30 paid-per-run (formerly volunteer) fire fighters, including an assistant chief and officers. Middleton Township also has a standalone EMS department (MTEMS) staffed by a combination of 17 full-time and part-time paramedics and part-time EMTs, and led by a chief, assistant chief and officers. Once the new MTFD chief is hired, MTEMS will cease to exist as a standalone department, and will become a division of the MTFD.

It is anticipated that MTFD will transition to a combination part-time/paid-per-run personnel model, and eventually to a full-time department, or potentially become part of a regional fire district. Although no timelines currently exist for the aforementioned scenarios, regional, statewide and national trends indicate an evolution from the paid-per-run model is imminent.

MTFD currently operates from two fire stations, and MTEMS operates from its own station. Combined vehicles of both departments include two pumper engines, a pumper-rescue engine, a 3,000-gallon tanker, a grass rig, a utility vehicle, a fire command vehicle, and two advanced life support ambulances. Groundbreaking on a new emergency vehicle building is slated for April 2025.

The position of fire chief is a direct report to the Middleton Township Board of Trustees. This highly visible position requires an energetic, self-motivated individual with excellent communication and interpersonal skills, and the ability to foster a strong team environment. Successful candidates must have a broad background in all aspects of service delivery including EMS, fire suppression, incident management, community risk reduction (i.e., fire prevention, inspection and code enforcement, and public education),

personnel management, resource allocation, financial management and planning. Prior experience serving in or leading a volunteer or paid-per-run department is preferred, but not required.

Specific responsibilities include, but are not limited to:

- Directing MTFD operations
- Managing MTFD personnel. including fostering a positive work environment that promotes professional growth and teamwork; conducting periodic/annual performance reviews, recommending personal recognition and elevations when warranted, ensuring standards are met, and resolving conflict
- Reviewing, modifying and developing policies and procedures
- Effectively and professionally communicating with department personnel, township trustees and fiscal officer, as well as other township personnel, the community at large and news media when required
- Planning and conducting/leading regular/at least once monthly MTFD training
- Providing input on annual MTFD budget
- Monitoring MTFD expenditures
- Preparing a variety of reports and presentations
- Regularly presenting information to trustees and others when called upon to do so
- Leading recruitment and prospective fire fighter/paramedic/EMT screening initiatives

Requirements include:

- A minimum of ten years of progressively responsible full-time fire service experience with a local, state, or federal fire department agency, including five years of documented supervisory experience and/or administrative responsibility at the rank of shift commander (i.e., rank of captain or higher).
- The following State of Ohio certifications and licensure requirements:
 - Firefighter II
 - Emergency Medical Technician – Paramedic
 - Fire-Safety Inspector
 - Fire and/or EMS Instructor
 - Valid State of Ohio Motor Vehicle Operator’s License with a good driving record
- Executive development requirements consist of successful completion of the Ohio Fire Executive Program or National Fire Academy’s Executive Fire Officer Program.

Completion of Fire Officer I and II and the National Incident Management Systems' 700, 800, 100, 200, 300, and 400 training are also preferred.

- Preferred certifications, education, and training include any or all the following:
 - Graduation with a bachelor's degree from an accredited college/university with a concentration in fire science, public administration, or a subject field related to the position
 - Fire Officer III and IV and additional college-level course work towards an attempt to obtain a master's degree.

The successful applicant must have the ability to pass all pre-employment screenings and physical examination. Salary is negotiable and health and dental insurance is available through the township. Take-home command vehicle and cell phone are provided.

Interested candidates must submit a cover letter, resume and copies of pertinent certifications by mail, delivery service or email for receipt by 5:00 p.m., April 17, 2025. Electronic submissions must be formatted and contained in a single PDF.

Hard copy mailing address:

Attn: Board of Trustees
Middleton Township Building
21745 N Dixie Hwy
Bowling Green, OH 43402

Email:
mmoulton@middletontownship.com