

Town of Richmond – Job Opening

Part-Time Fire Chief

Location: Sagadahoc County

Position Type: Part-Time, Supervisory, Non-Exempt Position

Salary Range: \$30.00 hourly with Annual Budgeted minimum of 20 hours per week

The Town of Richmond is accepting applications for a Part-Time Fire Chief to lead the Richmond paid-call Fire and EMS Department. The Fire Chief serves as the department's chief administrative and operational command officer and is responsible for emergency response readiness, training, personnel supervision, EMS licensing, budgeting, equipment oversight, fire prevention, and mutual aid coordination.

Minimum Qualifications

- High School Diploma or GED required; Associate degree in Fire Science, EMS Care, or Public Administration preferred
- Minimum of 5–7 years of progressive firefighting and EMS experience, including at least 3 years in a supervisory or command staff role
- Current State of Maine EMT license or higher
- Maine Firefighter I and II certification
- NIMS/ICS 100, 200, 300, 400, 700 and 800
- Valid State of Maine Driver's License and certified EVOC training

Compensation: \$30.00 per hour. The current budget is 20 hours per week for administrative and training duties, plus paid-call response compensation.

How to Apply: Submit a completed Town application, resume, and three (3) letters of reference to the Richmond Town Office or email a complete Adobe PDF package to townmanager@richmondmaine.com. Town applications are available at www.richmondmaine.com/jobopenings.

- First review of applicants is Monday, August 17. The position is open until filled.
- The Town of Richmond is an equal opportunity employer.