



## ***Position Announcement***

# **Danville Life Saving Crew Chief Executive Officer**

Danville Life Saving Crew seeks candidates for its Chief Executive Officer. This key leader serves in a full-time position and guides, directs, and supervisors the organization in achieving its mission through decision-making; managing resources and operations; and supports the organizational vision, tone, and public image. The CEO will:

### **Organizational Leadership**

- Provide leadership and supervision of all DLSC functional areas including but not limited to Operations, Finance, Community Health Support, Technology, Facilities, Human Resources, Resource Development, and Quality Assurance.
- Works in collaboration with the Director of the Danville Area Training Center.
- Collaborate with the Crew Chief and the Board of Directors on the work and priorities of the Danville Life Saving Crew & Rescue Squad.
- Guide business plan development and data gathering in collaboration with Community Health Support Director for establishing new lines of business and changing existing services.
- Execute agreements and transactions necessary to develop and maintain partnerships with outside agencies.
- Verify and maintain all agency agreements related to certifications and licensures that support the DLSC organization.
- Inform the Board President and members of the Board of Directors on issues related to the DLSC operations.
- Maintain a collaborative working relationship with community partners.

### **Human Resources**

- Ensure human resources procedures and processes are in place and appropriately implemented.

### **Operations**

- Work with Chief of Operations and Crew Chief to ensure staffing and scheduling meet the expected demand.
- Lead recruiting efforts for both Career and Volunteer staff.
- Develop, prepare, and administer federal, state, and local grant proposals.
- Coordinate capital improvements.
- Lead the organization in its fundraising initiatives.

### **Facility & Fleet Management**

- Oversee facility maintenance.
- Collaborate with Chief Operations Officer on fleet management planning and repairs.

### **Finance**

- Develop and provide oversight in collaboration with the Chief Financial Officer on the organization annual budget process including but not limited to planning, reviewing expenditures and operating costs, revenue sources.

### **Personnel Handbook**

- Review and propose changes as needed to organizational personnel and membership handbooks.

### **To Apply**

Email a cover letter, resume, and salary requirements to [hr@dlsc.org](mailto:hr@dlsc.org) by 5 p.m. on Saturday, May 8, 2021.

### **DLSC Meetings**

- Attend meetings of the DLSC Membership, DLSC Board of Directors, DLSC Training meetings, the DATC Board of Directors.
- Represent the interests of the DLSC and serve as DLSC public presence in matters requiring representation on committees within local, and state government agencies and with citizen and civic organizations.
- Attend all other meetings as necessary or required.
- All other duties and tasks assigned by the Board of Directors of the DLSC to ensure the mission and vision of the DLSC are achieved.

### **Eligible candidates must possess:**

- A Bachelor's degree in Emergency Management, Public Safety, Public Health, or Business Administration or related specialty.
- Credentials in ACLS, PHTLS, PALS/PEPP and/or BLS/CPR.
- Minimum five years of involvement in EMS, fire services, and/or senior level management.
- Experience with fundraising and grant development.
- Experience preparing organizational budgets and budget reporting.
- Knowledge of leadership/management systems.
- Efficient computer skills, presentation software, computer equipment.
- Strong communicative and interpersonal skills.

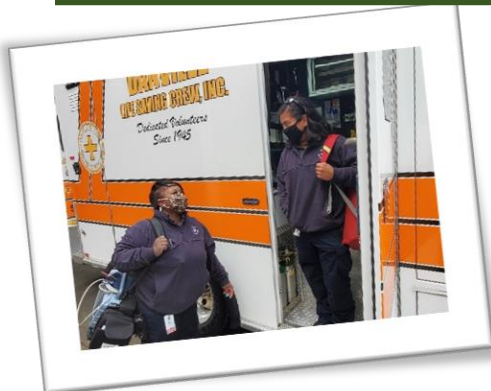
### **Preference will be given to candidates who have:**

- A Master's Degree in Business or another relevant field.
- Experience in an EMS and/or fire services environment.
- Certifications in NIMS 100, 200, 300, 400, 700 800.
- MCIM 1 & 2.
- Credentials in ACLS, PHTLS, PALS/PEPP and/or BLS/CPR.

**Compensation:** Salary commensurate with experience.

### **To Apply:**

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*The Danville Life Saving Crew is a 501(c)3 organization with a team of over 140 professionals serving the Danville, Virginia, region. Our mission is to be the leader in providing pre-hospital care to the sick and injured.*