

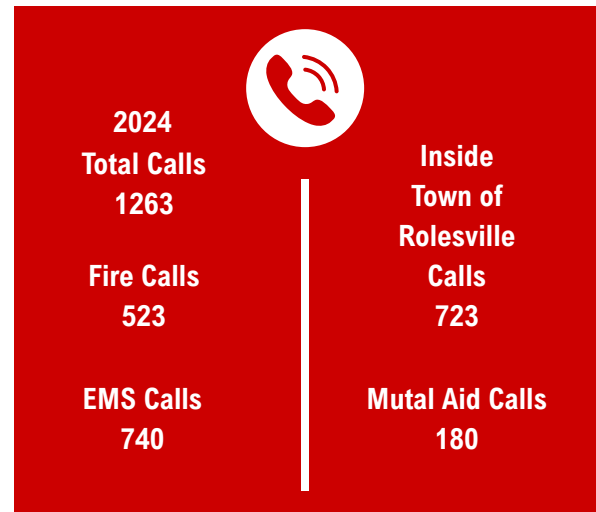
## Fire Chief Town of Rolesville, NC

The Town of Rolesville, NC is seeking an experienced and visionary, command officer-level leader to serve as the Town's next Fire Chief.

### About the Rolesville Fire Department

For nearly 70 years, the Town of Rolesville relied on the Rolesville Rural Fire Department, a separate entity from the town. This arrangement served the community well for many decades. However, in recent years, Rolesville has experienced rapid growth and development, leading to an increased demand for more integrated and efficient emergency services.

Recognizing the need to adapt to these changes, the Rolesville Rural Fire Department has now merged with the Town of Rolesville. This merger marks a significant milestone in the town's history, as it combines the resources and expertise of both entities to better serve the community. As of July 1, 2025, the newly formed Rolesville Fire Department is ready to respond to the needs of the town's residents. The department utilizes both career and volunteer staff with A, B, and C shifts.





## About the Town of Rolesville

Rolesville is a town of ~13,500 residents situated in northeastern Wake County, North Carolina, and only 15 miles from Raleigh. The town is rich in history and full of natural beauty. Residents and visitors enjoy 870 acres of recreational open spaces, including Main Street Park and Mill Bridge Nature Park, and a variety of entertainment options from the Rolesville BBQ and Bands Festival to the Downtown Rolesville Farmers Market. The history of the region's art and culture is on display at Little House Museum & Gallery.

The Town of Rolesville operates under a council-manager form of government, where the Town Board is responsible for legislative actions and the Town Manager is responsible for overseeing Town operations. The Town Manager is appointed by the Town Board as the Chief Administrative Officer of the town and is ultimately responsible for the enforcement of local laws and the assurance of sound fiscal and operational practices of the town. This includes overseeing the day-to-day operations of all town departments, implementing policies set by the Town Board, and ensuring that the town's resources are used effectively to meet the needs of the community. For more on the Town's strategic vision, please see the [2024-2029 Strategic Plan](#).



**Rolesville was officially incorporated as a town in 1941, marking the beginning of its journey as a recognized municipality.**





## About the Rolesville Fire Chief

The next Fire Chief will be responsible for planning, organizing, and directing the emergency response operations of a department with big plans for growth in both personnel and physical assets. The Fire Chief reports to the Town Manager. The salary range for this position is \$114,700 to \$194,990 annually, with a midpoint of \$154,845. The final offer will be commensurate with the selected candidate's experience.

In alignment with the scope of this position, the Fire Chief's duties include the following:

- Recruits, selects, and oversees the training of civilian and fire personnel for the department and consults on matters of scheduling, work performance, promotions, and discipline.
- Meets with supervisory staff on a regular basis to plan and evaluate operations.
- Supervises the preparation of annual budgets in consultation with the Town Manager.
- Prepares and manages a capital budget for all apparatus and equipment.
- Supervises the application for and management of grants to support departmental programs.
- Receives and investigates inquiries or complaints from the public concerning departmental activities and services.
- Supervises the preparation of periodic reports of fire and rescue activities.
- Works with law enforcement agencies, area fire and rescue departments, the state of North Carolina, and the federal government as needed.
- Promotes the department's work and goals to the public through individual contact and addresses to civic groups, school groups, and other organizations.
- Takes a lead role, as necessary, in directing suppression activities at major fire scenes.
- Develops emergency response plans and oversees their implementation.
- Supervises a comprehensive training program for fire suppression, equipment operation, rescue, and emergency medical response.



## Position Qualifications

The qualified applicant for the position of Fire Chief with the Rolesville Fire Department will have a bachelor's degree in fire science, business administration, or a related field, as well as a minimum of five (5) years of command officer management level experience in a municipal fire department. An equivalent combination of education, training, and experience will also be considered.

The ideal candidate will also demonstrate the following experience, knowledge, and skills:

- Experience effectively managing a fire department, including all related administrative and supervisory functions, including personnel and budget administration
- Knowledge of the principles, practices, and methods of firefighting, rescue, and emergency medical services.
- Knowledge of relevant state and federal laws, local ordinances, and the policies of the Rolesville Fire Department.
- Ability to build and maintain cooperative and effective public relations with the residents of Rolesville.
- Skill in leading and inspiring confidence among staff as well as in counseling, coaching, and motivating staff and evaluating staff performance.

## Special Requirements

The following certifications and licenses are requirements for this position:

- Valid North Carolina driver license in good standing
- North Carolina Firefighter II
- Haz Mat Operations
- North Carolina EVD
- North Carolina EMT-B or National Registry
- North Carolina Class B driver license
- NIMS ICS 100, 200, 300, 400, 700, 800
- Fire Officer I, II and obtain Fire Officer III when available

## To Apply

The Town of Rolesville is partnering with **PoliHire** in the search for the next Chief of the Rolesville Fire Department. If you are interested in this position, please send a letter and resume outlining your experience to **[FireChief\\_Rolesville@polihire.com](mailto:FireChief_Rolesville@polihire.com)**.