



Organization: East Jefferson Fire Rescue
Position Title: Finance Director
Address: 24 Seton Rd, Port Townsend WA 98368
First Review: April 28, 2024
Salary: \$120,000 - \$130,000 annually DOQ

East Jefferson Fire Rescue is seeking their first Finance Director for this fire protection district that serves 28,000 people in the northeast corner of Washington's spectacular Olympic Peninsula. The District's 123-square mile service area includes the City of Port Townsend and adjacent unincorporated Jefferson County communities. The home of EFJR's headquarters, Port Townsend is also the county seat and is known for its quality of life and as the gateway to Olympic National Park.

EAST JEFFERSON FIRE RESCUE

The District operates with a 2024 budget of \$17.9 million, a staffing of 65 FTEs, and maintains five fully-staffed fire stations, four volunteer fire stations, and one administrative office. In 2023, EJFR responded to 6,821 calls for service. Administration (non-union positions) include the Fire Chief, Deputy Chief, Assistant Chief, District Secretary/Executive Assistant, Human Resources Manager, Finance Director, and 1.5 Administrative Assistants. The District is governed by a five-member Board of Fire Commissioners.

THE FINANCE DIRECTOR

Reporting to the Fire Chief, the Finance Director manages and oversees the essential fiscal functions of EJFR and collaborates with other members of the executive team, while performing the duties as the Chief Financial Officer of the District. Primary duties are fiscal in nature to include financial management, auditing, reporting, forecasting, investing, accounting, budgeting as well as ensuring the fiscal health of the District.

WHY APPLY

The District has experienced tremendous growth with the recent expansion of their service area to include Port Ludlow and the City of Port Townsend. As a result, the annual budget has grown from \$6M to nearly \$17.9 M and staffing levels have doubled from 30 to more than 60 FTEs. The District's Finance Manager is retiring later this year and to meet the needs of the growing District, the position has been upgraded to Finance Director.

View the full job description and benefits information at gmphr.com.

More Information: GMP Consultants is assisting the East Jefferson Fire Rescue with this search. Learn more at gmphr.com. East Jefferson Fire Rescue is an Equal Opportunity Employer. First Review is April 28, 2024.