

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1
TOWNSHIP OF RIVERSIDE

APPOINTING CHIEF OFFICERS

The Board of Fire Commissioners recognizes its mandated responsibility under the Laws of the State of New Jersey to provide fire prevention, protection, suppression and other related and incidental fire services and functions within the District. A necessary part of said charge is to minimize the risk of harm to life and property within the community and therefore it is necessary that the highest standard of care and responsibility be maintained. In order to carry out its mandated responsibility, the Fire District shall appoint the Fire Chief, Deputy Chief, and Battalion Chief to lead the Riverside Fire Company No. 1 in the performance of said services and functions.

In November of each year persons interested in the Fire Chief, Deputy Chief, and Battalion Chief appointed positions shall submit a resume and letter of interest in a sealed envelope to the Fire District Clerk/Administrator or other person designated by the Chairman. On or about December 1 the resumes and letters of interests will be forwarded to a designated Fire Commissioner to initiate the review process to determine the eligibility of persons interested in the said appointed positions. The Board of Fire Commissioners, during an executive session at its regular meeting in December, will discuss the candidates for said appointed positions. The candidates shall be available to meet with the Board during the executive session. The appointment of the Fire Chief, Deputy Chief, and Battalion Chief will be made at the regular meeting of the Board of Fire Commissioners in December.

The term of the appointed positions will be for two years, commencing at the January monthly meeting of the Riverside Fire Company No. 1. In the event of a death, resignation, removal or other disability of one of the appointed persons the Board will make an appointment to fill the remainder of the term.

General requirements for candidates of each appointed position include: (1) being a citizen of the United States; (2) being a resident of the 08075 postal zip code; (3) having the ability to read, write and speak the English language well and intelligently; (4) being of good moral character; (5) having not been convicted of any criminal offense involving moral turpitude; and, (6) having a valid New Jersey driver's license.

The candidate for Fire Chief: (a) must be an active member in good standing of Riverside Fire Company No. 1; (b) must have completed six (6) years of creditable service with the Riverside Fire Company No. 1 based on the requirements of the New Jersey State Firemen's Association; (c) must be an approved driver / operator of all fire apparatus; (d) must meet the minimum requirements established by the NJ Division of Fire Safety; and, (e) must have severed a full term as Deputy Chief or Battalion Chief of Riverside Fire Company No. 1.

The candidate for Deputy Chief and Battalion Chief: (a) must be an active member in good standing of Riverside Fire Company No. 1; (b) must have completed four (4) years of creditable service with the Riverside Fire Company No. 1 based on the requirements of the New Jersey State Firemen's Association; (c) must be an

approved driver / operator of all fire apparatus; and, (d) must meet the minimum requirements established by the NJ Division of Fire Safety.

The Board of Fire Commissioners will consider other things during the review and appointment process such as, but not limited to, additional training in fire tactics, leadership, and administration; percentage of calls to which the candidate responded, percentage of other fire company activities attended (drills, meetings, cleanings, special assignments, etc.); other leadership positions held in Riverside Fire Company No. 1 and other organizations; and disciplinary record.

The Board of Fire Commissioners may appoint a person who is not a member of the Riverside Fire Company No. 1 to the position of Fire Chief, Deputy Chief, and Battalion Chief if the Board decides that a candidate from Riverside Fire Company is not qualified for said position.

1st Reading: May 24, 2017

Effective Date: June 28, 2017

2nd Reading: June 28, 2017

Revision Date:

Richard G. Horton, Chairman

Emerson R. Lucas, Secretary