



FIRE CHIEF SUFFIELD TOWNSHIP FIRE DEPARTMENT

Suffield Township, located in Portage County, is accepting resume applications for the position of full-time Fire Chief. Situated in Northeast Ohio, Suffield Township is conveniently located near the cities of Akron, Tallmadge, and Kent, and is just south of the Interstate-76 corridor.

The township service area is characterized by a "rural feel" that balances peaceful residential neighborhoods on generous lots with expansive open green spaces, wooded areas, and active farmland. While maintaining its quiet, community-focused atmosphere, the township also features several established residential subdivisions and a growing corridor of commercial and retail properties. This unique blend of rural charm and suburban convenience makes Suffield Township an ideal location for a fire service leader dedicated to protecting a diverse and engaged community.

The Suffield Township Fire Department is a progressive, combination-staffed emergency services agency committed to excellence in fire suppression, advanced life support (ALS) emergency medical services (EMS), and community risk reduction (CRR). The department operates with a dedicated team of four full-time personnel—including the fire chief—and approximately 23 part-time personnel, providing 24/7 protection to a growing resident population of approximately 6,100 across a 24.7 square mile service area.

The department operates from a centrally located fire station housing a modern and well-maintained apparatus fleet, which includes:

- Two pumping engines (including a Pierce Enforcer with a compressed air foam system and a Spartan/4-Guys Rescue-Engine)
- Two ALS ambulances, one 3,000-gallon water tanker/tender, and one wildland/brush firefighting vehicle
- Specialized regional assets, including one inflatable rescue boat and a Kubota utility all-terrain vehicle (UTV) for off-road and lake-front emergencies.

The position of fire chief is a direct report to the Suffield Township Board of Trustees. This highly visible executive role requires an energetic, self-motivated leader with exceptional communication and interpersonal skills, and a proven ability to foster a unified team environment within a combination-staffed organization. Successful candidates must demonstrate a strategic approach to planning, possess astute financial management skills, and have a broad, functional background in all aspects of service delivery. This includes a command of high-acuity EMS, fire suppression, incident management, and CRR—specifically fire prevention, code enforcement, and public education. Furthermore, the Chief must be a skilled practitioner of personnel management, capable of ensuring long-term operational sustainability and maintaining the department's high standard of community service.

Requirements include a minimum of ten (10) years of progressively responsible fire or EMS experience, with at least five (5) years in a formal command-level capacity. Candidates must possess and maintain valid state of Ohio certifications as a Firefighter II and Emergency Medical Technician; however, Paramedic certification is strongly preferred to provide clinical oversight for the department's ALS operations. Furthermore, the fire chief must be fully credentialed in the National Incident Management System (NIMS), including completion of Incident Command System (ICS) 100, 200, 300, 400, 700, and 800, to ensure advanced competency in regional incident command.

Additionally, candidates must hold a valid state of Ohio Driver's License with an acceptable driving record. The Suffield Township Board of Trustees prefers applicants with a Bachelor's degree in Fire Science, Public Administration, or a related field; however, an equivalent combination of executive-level command experience and specialized leadership training may be considered. To support the Township's commitment to professional development, preference will also be given to those holding state of Ohio certifications as a Fire-Safety Inspector (essential for code enforcement) and a Fire and Emergency Services Instructor.

In addition to a competitive base salary, Suffield Township offers a comprehensive benefits package designed to support the long-term health and financial security of its leadership. The salary for this position is established at a range of \$85,000 to \$105,000, with the final offer commensurate with the candidate's specific qualifications and experience.

This premium compensation strategy includes Township-paid premiums for high-tier medical, dental, life, and vision insurance, supplemented by a Health Reimbursement Arrangement to offset out-of-pocket healthcare expenses. The total package further includes participation in the Ohio Police & Fire Pension Fund—with the Township providing the statutory employer contribution—alongside generous paid leave provisions. To support operational readiness and administrative efficiency, the Township provides a take-home command vehicle for first-response and official department business, as well as a department-issued cellular phone.

The successful applicant must be in good physical condition and demonstrate the ability to pass all pre-employment screenings, including a comprehensive physical examination and drug screening. Upon appointment, the candidate must successfully complete a one-year probationary period as a condition of continued employment.

To ensure effective executive oversight and immediate command support during non-business hours, the fire chief shall maintain a primary residence within Portage County or a contiguous county. To meet the department's emergency mission, a residence located within a 15 to 20-minute emergency response time to Suffield Township is required; however, a closer proximity is strongly preferred and desired to ensure the most rapid arrival possible for high-priority incidents. This requirement reflects the fire chief's role as a vital, high-readiness component of the department's 24/7 command structure.

Interested candidates must submit a comprehensive resume application packet to the address below. This packet shall include a formal cover letter, a professional resume detailing specific achievements in strategic program and project management, and copies of all required state of Ohio certifications and NIMS/ICS certificates. Applicants are strongly encouraged to include evidence of successful completion of college degree programs; executive-level leadership training; Fire Officer I, II, III, and IV training compliant with National Fire Protection Association 1021; chief or fire officer credentialing; and state of Ohio Fire-Safety Inspector and Fire and Emergency Services Instructor certifications.

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Electronic resumes shall be submitted to info@ohiofirechiefs.org and must be formatted as a single, consolidated PDF document. *To ensure proper routing and administrative clarity, applicants must clearly identify the specific position for which they are applying within their submission (Suffield Township Fire Chief).* To ensure receipt, applicants should confirm their electronic submission by sending a separate verification inquiry to info@ohiofirechiefs.org. The deadline for all resume submittals is Friday, May 8, 2026, at 3:00 PM EST.

Suffield Township is an Equal Opportunity Employer.