



City of Wauwatosa

## Fire Chief - Metro Milwaukee Fire & Rescue

<b>SALARY</b>	See Position Description	<b>LOCATION</b>	Fire Department, 1601 Underwood Avenue, Wauwatosa, WI
<b>JOB TYPE</b>	Full-Time	<b>DEPARTMENT</b>	Fire
<b>DIVISION</b>	Fire	<b>OPENING DATE</b>	06/11/2026
<b>CLOSING DATE</b>	7/24/2026 11:59 PM Central	<b>FLSA</b>	Exempt

### Position Overview

The Chief is responsible for leading the integration of the former Wauwatosa and West Allis Fire Departments into a unified organization, Milwaukee Metro Fire Rescue (MMFR), aligning operations, policies, and culture to ensure consistent and high-quality service delivery across both communities.

The Fire Chief will provide overall visioning, leadership, direction, and general administrative oversight of the Fire Department, fire prevention, fire suppression and emergency medical services (EMS).

The pay range for this position is \$153,753 - \$196,477 with the starting salary commensurate of experience and qualifications. Further increases are based on cost of living adjustments and performance step increases. This is complemented by an excellent benefits package, a robust wellness program, an on-site fitness center, a free workplace clinic, paid parental leave, generous paid holidays and vacation, a pension plan and the opportunity to work with dedicated professionals who have a passion for public service. Relocation assistance is also available.

This position will be the first position of the department. While details of the merged department's benefits package are being finalized, the selected candidate will receive the City of Wauwatosa's comprehensive benefits. Upon finalization, the Fire Chief will transition to the MMFR benefits package.

To be considered for this exciting and challenging opportunity, qualified applicants must complete an online application and submit a comprehensive resume and cover letter. Questions? Please contact Human Resources at

[hr@wauwatosa.net](mailto:hr@wauwatosa.net).

### Essential Functions

*The following duties are primarily performed and are essential for this position. Employees are expected to be able to perform each of these job duties satisfactorily and successfully to be qualified for the position. Other duties may be required and assigned.*

Personnel Management:

- Develops and maintains a workforce competent in customer service, accountability, results orientation, and teamwork
- Under the authority of the MMFR Fire Commission, responsible for the oversight of appointing, supervising, training, disciplining, and evaluation of employees
- Ensures compliance with laws, labor agreements, standards, and organizational policies and procedures
- Participates in research, development, and negotiation of labor contract proposals

#### Fiscal Management:

- Establishes cost control measures and monitors all fiscal operations of the Department to ensure financial well-being and sustainability
- Prepares and monitors annual budgets and justifies budget requests and amendments
- Develops and manages fees and charges
- Accesses federal and state funding sources
- Ensures efficient and economical use of departmental funds, personnel, equipment, facilities, and time

#### Strategic Planning:

- Works with elected officials, department heads, staff, and other agencies to develop long-range plans, objectives, organizational structure, and overall direction for meeting fire and emergency medical service needs. Monitors, reviews, and communicates the implementation phases of the department's strategic plans to ensure long-range goals are met.
- Sets objectives of the Metro Milwaukee Fire Rescue.
- Works with local, county, state, and federal agencies to keep abreast of current trends and laws in the fire service, EMS, and communications for the regional improvement of these activities

#### Emergency Management:

- Serves as the Emergency Management Coordinator for Wauwatosa and West Allis (or their designee)
- Responsible for emergency operations involving multiple jurisdictions through utilization of the National Incident Management System (NIMS)
- May assume command of large-scale emergency events, if appropriate
- Oversees and coordinates planning, logistics, operations, finance, and information dissemination before/during/after planned events or emergencies to protect public health and safety
- Briefs elected officials on developments which might affect overall public safety
- Develops and coordinates City disaster preparedness and training
- Serves as a member of applicable county and state emergency management groups as needed

#### Public Relations/Community Outreach:

- Creates and manages inter-agency agreements with local fire/EMS systems and community-based business
- Provides department representation at committees and boards related to fire/EMS, development, and emergency management; serves as the spokesperson for the department to media sources
- Presents department-related information to community groups, elected officials, and business leaders within the communities it serves
- Attends relevant local community events to represent the Fire Department

Policy Development:

- Establishes rules and regulations for the joint Fire Department that meet applicable federal, state, and local laws and standards in partnership with the MMFR Board and Fire Commission.
- Reviews and updates rules and regulations periodically to ensure they remain current and in conformity with changing needs of the jurisdictions the Department serves and applicable laws

**Minimum Requirements**Education and/or Experience Requirements:

- Bachelor's Degree in Fire Management, Fire Department Administration, Paramedicine, Fire-Medic, Business Administration, or related majors from an accredited college or university. A Master's degree is preferred.
- At least ten years of fire/EMS experience with at least five being increasingly responsible management experience in a command-level capacity (Captain or above) with a range of operational and administrative experience in an urban/suburban fire department

Licenses, Certifications, and Other Requirements:

- Must possess, or be able to obtain by time of hire, a valid State of WI Driver's License without record of suspension or revocation in any state.
- Completion of an Executive Fire Officer Program (EFO) or similar program preferred.
- Chief Fire Officer Designation (CFOD) desired.

***In order to perform the functions and responsibilities of the position (listed above) the following knowledge, skills, and abilities are essential.***

- Proven ability to foster effective and positive working relationships with external and internal customers, including employees, residents, visitors, and city officials.
- Ability to lead department officers and staff, as well as delegate supervisory authority to department officers.
- Previous experience with a departmental merger or working for a merged department preferred.
- Effective communication, oral and written, with supervisors, peers and public.
- Understanding of finance and budgeting.
- High level project management skills.
- Ability to utilize software programs such as Microsoft Office Suite, Telestaff, TylerMunis, WebEOC, ProPhoenix,
- Knowledge of national, state, and local laws and fire/safety codes.
- Expected to be available and/or reachable twenty-four hours per day, 365 days per year, with the exception of scheduled leaves, scheduled vacation time, or other reported time off.

***In evaluating candidates for this position, the Milwaukee Metro Fire Dept may consider a combination of education, training, and experience which provides the necessary knowledge, skills, and abilities to perform the duties of this position.***

**Additional Information**

## Physical Requirements

While performing the duties of this job, the employee is frequently required to sit, stand, twist and reach. The employee is frequently required to use hands to finger, handle, or feel. The employee is also regularly required to talk and hear in a noisy atmosphere, in person, in meetings and by telephone. They will need to interact with city management, employees, other governmental officials, contractors, vendors, employees and the public; read and interpret data, information and documents; analyze and solve problems. The employee is occasionally required to walk and reach with hands and arms. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and ability to adjust focus.

## Work Environment

Work is performed primarily in a standard office environment, in different fire stations, and sometimes in a field environment including a Fire/EMS response area. The noise level in the office environment is usually quiet and usually moderate in the field environment, except during certain emergency response or fire activities when noise levels may be high. While performing the duties of this job, the employee may occasionally be exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, bio-hazardous materials, extreme cold, extreme heat, and vibration.

## Other Information

Per Wisconsin State Law, the Fire Chief will be interviewed and selected by the MMFR Fire Commission. The Commission will screen initial candidates and reach out to qualified candidates with next steps by August 7<sup>th</sup>, 2026. In-person interviews are planned for the week of August 24<sup>th</sup>.

The MMFR is an Equal Opportunity/Affirmative Action Employer and does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability, or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs, or activities.

## Benefits and Compensation

## Benefits

# City of Wauwatosa



## Full-Time Employee Benefits

### Comprehensive and competitive benefits package, including:

- ▶ Health insurance, including Health Reimbursement Account (HRA)
- ▶ Dental insurance
- ▶ Vision insurance
- ▶ Paid parental leave
- ▶ Pension - Wisconsin Retirement System
- ▶ Life insurance
- ▶ Flexible Spending Accounts, Health Care FSA & Dependent Care FSA
- ▶ Deferred compensation
- ▶ Retirement Health Savings Account

### Employee Wellness Program

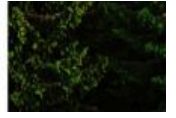
- ▶ Onsite Workplace Clinic, all services received in the clinic are free
- ▶ Wellness, nutrition & fitness coaching
- ▶ Mental health resources
- ▶ Onsite fitness centers
- ▶ Group fitness classes
- ▶ Annual wellness screening
- ▶ Employee Assistance Program
- ▶ Ongoing wellness initiatives & programming

### Total Rewards & Flexibility

- ▶ Pay for performance
- ▶ Paid time off
- ▶ Commitment to training & professional development
- ▶ Employee appreciation & recognition
- ▶ Robust employee intranet site
- ▶ Flexible work schedules Flextime and flexible work arrangements are available in many departments across the City to help employees increase their effectiveness at work and home. Employees should talk with their manager to find out which arrangements may be available to them.



All specific plan details and eligibility are described in the legal documents governing the plans. If there are any discrepancies between this guide and the plans' legal documents, the legal documents will govern.



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**Employer**

City of Wauwatosa

**Address**

7725 W North Avenue

Wauwatosa, Wisconsin, 53213

**Phone**

(414) 479-8992

**Website**

<http://www.wauwatosa.net>