



City of Kansas City, Missouri Job Class Specification

Job Title: BATTALION CHIEF

Department: FIRE

Job Code: 3023

Status: NONEXEMPT

Grade: FM3/F3M

Summary

This is responsible administrative, supervisory and technical work directing the activities of personnel and equipment in the assigned district or division or any other assignment from the Fire Chief/Director.

Work involves primary responsibility for departmental buildings, equipment and apparatus; for the direction and discipline of subordinate personnel in a district or division on an assigned shift; or, when assigned as training coordinator, for planning, organizing and participating in the departmental in-service training program. Employees of this class are responsible for the effective and efficient use of apparatus, equipment and personnel in extinguishing fires and performing other emergency work, but are subject to being relieved by a superior officer at the scene of an emergency. Work may involve physical risk and exertion at the scene of an emergency and limiting the exposure of the public to hazardous elements. Work is reviewed by observation of the effectiveness of work performed and by inspection of quarters, apparatus, equipment and records and the proficiency of assigned subordinates.

Duties and Responsibilities

- Directs and supervises all fire fighting forces in a district of the city on an assigned duty tour; responds to automatic alarm fires (building fires) in assigned district; ascertains the need for and type of additional equipment necessary to counteract the emergency; makes technical decisions on the best methods for extinguishing fires after observing the fire and receiving oral reports from command officers.
- Directs and assists, where indicated, the laying of hose lines, fire fighting, salvage and related operations; supervises the direction of water streams and pressure regulation, the placing of aerial and other ladders, the ventilation of buildings, and the rescue and emergency medical treatment of persons.
- Assumes related responsibilities as directed by the Fire Chief/Director such as safety officer, shift emergency medical officer, or shift public information officer.
- Acts as the department's safety officer at the scene of emergencies; ensures department's safety practices are followed and initiates correction action in the event of a safety violation; investigates all injuries in assigned district/division.
- Makes periodic inspections of subordinates and the general condition of assigned equipment, apparatus and quarters in assigned district; schedules and directs the cleaning and routine servicing of quarters, equipment and apparatus.
- Within prescribed limits and as directed, assumes command of the force in the absence of the Fire Chief/Director, Operations Fire Chief or shift Deputy Fire Chief.

Duties and Responsibilities**(continued)**

- Maintains proper discipline, reporting irregularities and making recommendations; participates in and supervises training activities.
- Directs the hazardous materials team in responding to calls where the presence of explosives, hazardous chemicals, liquids or gases are present or suspected; directs the application of proper chemicals and substances to dilute, redirect or contain the spread of the hazard; may direct the evacuation of citizens in the area affected.
- Plans, organizes, supervises and participates in the in-service training of fire fighting personnel; presents lectures and courses covering selected aspects of fire fighting prevention and administration activities; may supervise multi-company and tower drills and assures that command officers instruct subordinates in various phases of the training program.

Technical Skills

Thorough knowledge of:
the principles, practices and procedures of modern fire fighting, emergency incident management, fire prevention, and fire administration.
the principles and practices involved in instructing personnel in the use and care of equipment and various techniques of fire fighting, and the ability to apply this knowledge to specific training problems, programs, SOP's, directives, and manual of instructions.
the rules, regulations and safety procedures of the Fire Department, the City of Kansas City, Missouri and provisions of the Memorandum of Understanding with Local 42, IAFF.
the geography of Kansas City, Missouri including street locations, principal buildings, and fire hydrants.
the department's radio communication system.
the use of materials and chemicals effective for the control, dilution and/or containment of explosives, hazardous chemicals, liquids and gases.
equipment and apparel designed to reduce the risk to fire personnel.

Considerable knowledge of :
the fire ordinances of the City of Kansas City, Missouri.
the department's electronic communication systems.

Ability to:
evaluate fires, recognize danger, use sound judgment and react calmly under emergency conditions.
plan, assign, direct, review and supervise subordinates at emergencies.
establish and maintain effective working relationships with subordinates, representatives of cooperating agencies and the general public.

Education and Experience

Five (5) years as a Fire Captain with the Kansas City, Missouri, Fire Department.
OR
Accredited Associate's degree or current EMT-P with four (4) years as a Fire Captain with the Kansas City, Missouri Fire Department.
OR
Accredited Bachelor's degree and three (3) years as a Fire Captain with the Kansas City, Missouri Fire Department
OR
Four (4) years military service (current or prior active, selective/traditional/reserve/or national guard military service with honorable discharge) and four (4) years as a Fire Captain with the Kansas City, Missouri Fire Department.

**Certificates/
Licenses/Special
Requirements**

- Will be required to pass a preemployment drug screen
- Must pass a background check as prescribed by the City.

**Supervisory
Responsibility****Supervision
Received**

Work is performed under general supervision.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

Created

2/92

Revised

12/94, 4/06, 9/06,4/17 , 01/2024, 07/22/2024