



City of

Ithaca

Deputy Fire Chief

Position Description: This is an administrative position responsible for assisting the Fire Chief with planning, directing, managing and overseeing the activities and operations of the Ithaca Fire Department, including fire suppression, fire prevention, emergency medical response, hazardous materials incident response, technical rescue incident response, emergency management operations, fire code enforcement, training and related fire service activities. The Deputy Fire Chief also assists the Fire Chief with a broad range of administrative duties, including the recruitment, selection and promotion of personnel, the purchase of equipment, the preparation and presentation of the annual budget and subsequent oversight and control of expenditures, long-range operational planning, the development and implementation of operational policies and procedures, and labor contract negotiations and administration. The Deputy Fire Chief may perform these functions and duties in a supportive role to the Fire Chief, or may be assigned primary responsibility for one or more functions at the discretion of the Fire Chief. In the absence of the Fire Chief, the Deputy Fire Chief acts for and in place of the Fire Chief. The work is performed under the general direction of the Fire Chief, within the broad limits of departmental rules and in accordance with principles, policies and objectives outlined by the Fire Chief. Supervision is exercised over subordinate departmental personnel, including supervisory and direct service firefighting and emergency medical personnel, volunteer firefighting personnel, and technical and clerical support staff. Does related work as required.

To view the complete job description, visit: [Deputy Fire Chief job description](#).

Promotional Qualifications: Candidates must be permanently employed in the competitive class as an Assistant Fire Chief with the City of Ithaca Fire Department, and must have served continuously on a permanent or contingent permanent basis as an Assistant Fire Chief with the City of Ithaca Fire Department for six (6) months immediately preceding the application deadline.

Special Requirements:

1. Possession of a valid New York State Class D driver license or a valid driver license equivalent to a New York State Class D driver license at the time of appointment and maintenance of said license for the duration of employment.
2. To be eligible for appointment, candidates must possess certification as a New York State Emergency Medical Technician (EMT). To retain the position, the appointee must maintain his or her New York State EMT Certification. If the appointee does not possess an EMT Certification at the time of appointment, he or she must obtain the EMT Certification within two years of appointment as Deputy Fire Chief. Failure to obtain and maintain an EMT Certification will result in either demotion in rank or dismissal as appropriate.
3. To be eligible for appointment, candidates must meet the requirements established by the State Fire Administrator — which currently incorporate criteria such as the NFPA Fire Officer III certification (or equivalent training/experience approved by the State Fire Administrator).
4. Pursuant to Article 3 of New York State Public Officers Law, the holder of this position must be at least eighteen (18) years old, a United States citizen, and cannot have been convicted of a felony.





Salary: \$115,825 - \$138,990

Appointment Status and Exam Requirement: This will be a provisional appointment pending the results of a civil service examination to be scheduled at a later date. Permanent appointment will be dependent upon the candidate's exam score.

Residency Requirements: There are no residency requirements for this position.

Benefits: Refer to the [Fringe Benefits](#) webpage and [Fringe Benefits for Management Personnel](#).

Supplemental Information:.

- The City of Ithaca values diverse perspectives and life experiences. We encourage people of all backgrounds to apply, including people of color, women, LGBTQ+, veterans, people with disabilities, and those with lived experiences.
- The City of Ithaca is committed to the full inclusion of all qualified individuals. Consistent with the Americans with Disabilities Act (ADA) and the NYS Division of Human Rights (NYS DHR) it is the policy of the City to provide reasonable accommodation when requested without causing an undue hardship. If accommodation is needed, please call (607) 274-6539 or contact us by email using hrdept@cityofithaca.org.

Application Materials Required:

- City of Ithaca application
- Copy of driver license
- Copy of EMT certification
- Copy of NFPA Fire Officer III certification

Applications will be accepted until July 21, 2026. Submit required application materials to:

<https://ithaca-portal.mycivilservice.com>

**City of Ithaca
Human Resources Department
108 E. Green St.
Ithaca, NY 14850
(607) 274-6539**



All applications must be submitted electronically through our online application program. We do not accept paper applications, faxed applications, e-mailed applications or photocopies of applications.

Ithaca is Gorges! We would love to have you on our team!

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