CIMARRON HILLS FIRE DEPARTMENT

The Cimarron Hills Fire Protection District is seeking accomplished professionals to serve as:

COMMUNITY RISK REDUCTION(CRR) SPECIALIST

A Community Centered Family Department

Final Filing Date: December 09, 2026 at 8:00 am MST
Cimarron Hills Fire Department Headquarters
1015 Valley Street, Colorado Springs, Colorado 80915

MISSION

The MISSION of the Cimarron Hills Fire Department is to honorably serve our community by providing professional and aggressive fire and emergency medical services.

VISION

The VISION of the Cimarron Hills Fire Department is to lead by example through community-focused preparedness and an unparalleled commitment to training excellence.

VALUES

CUSTOMER SERVICE

We will serve every customer with the utmost care, compassion, and commitment. Our community is our top priority, and THEY are the reason we do what we do.

PEOPLE

We value people by being an aggressive minded and aggressively trained organization to ensure we are the best at what we do when it matters most.

TACTICAL SUPERIORITY

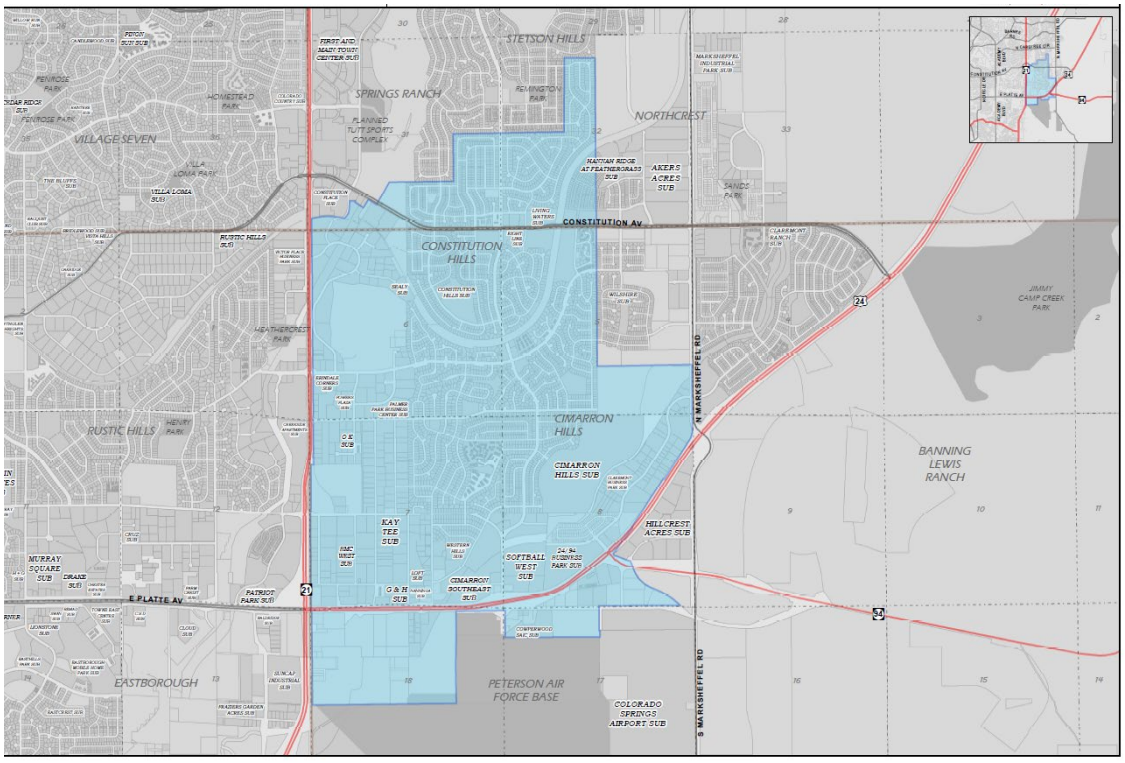
Quick Water, Quick Search, and Quick Care will be our priority on every fire and EMS call, and will be accomplished with extreme pride and ownership.

SLOGAN

"A Community Centered Family Department"

The Cimarron Hills Fire Protection District

The Cimarron Hills Fire Protection District (CHFPD) is a progressive emergency services organization dedicated to providing quality response to the community it proudly protects. The organization provides both emergency and non-emergency services to community members, business owners, and visitors. The area protected by CHFPD encompasses a densely populated and diverse community to include single-family homes, large apartment complexes, a variety of businesses, and a light-industrial warehouse and manufacturing district. CHFPD was established in 1972 and has grown to an organization of excellence and continuous improvement. The organization operates under the philosophy that we serve the people of our community. CHFPD responds out of two facilities serving approximately 28,000 community members as well as visitors to the densely populated commercial area. The organization responds twenty-four hours a day/seven days a week, through a three-platoon shift system, to a variety of incidents such as structure fires, wildland fires, technical rescue, and medical. Additionally, the organization provides Advanced Life Support (ALS) transport, heightening the level of quick emergency medical care received. The organization responds to approximately 2,500 calls for service annually. The department's total operating budget is approximately 9,200,000 in 2026, which is funded through property tax and sales tax revenue.

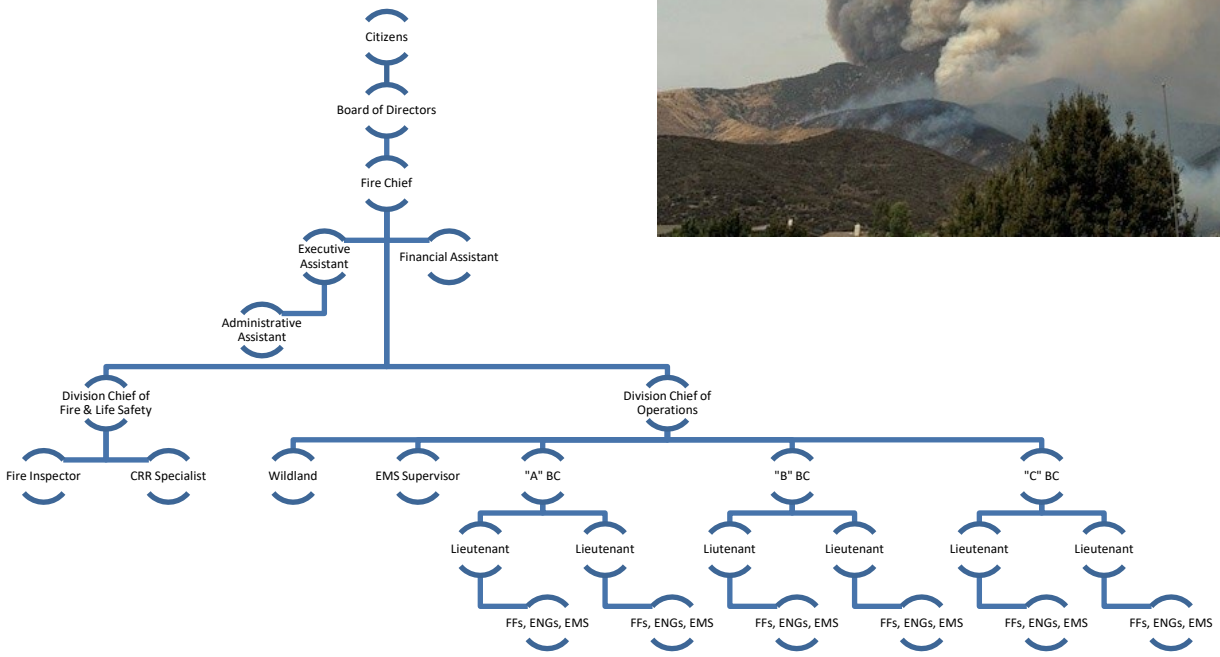


Organizational Structure

The Cimarron Hills Fire Protection District is a public sector organization operating as a Colorado Special District, under the governance and leadership of a five-member board of directors. The Board is elected by the community, to represent the community and their fire department. Cimarron Hills Fire Protection District Board members serve four-year terms. The Board works with the executive staff in establishing vision for the organization, strategic and master planning objectives, as well as overseeing financial operations.

CHFPD is organized as a professional and fully-paid fire department utilizing a para-military structure. The organization has 45 full-time employees (FTE) and a varying number of part-time employees (PTE). FTEs include 36-line staff on a 56-hour workweek, and the following on a 40-hour workweek: 3 chief officers, 1 EMS Supervisor, 1 Executive Assistant, 1 Administrative Assistant, 1 Community Risk Reduction Specialist, 1 Fire Inspector, and 1 Wildland Engine Boss. The district employs a civilian financial planning assistant on a 20-hour workweek.





A Message from the Fire Chief

Hello, and thank you for your interest in the Cimarron Hills Fire Protection District Community Risk Reduction (CRR) Specialist Position. I hope the information found in this package will be a valuable resource for you to learn about our organization and determine whether this position is the right fit for you. The hiring for this position comes at an extremely critical time for Cimarron Hills FPD. We are hiring our first full-time CRR Specialist. This is an exciting time as we continue to grow in complexity and call volume.

We are seeking individuals who are above average, highly skilled, and committed to providing top-notch fire and life safety education. As the Fire Chief, I am looking for personnel who challenge the status quo, are never ready to settle, and have their own and can work within extremely high expectations. We will never reach perfection, but it does not mean we should not strive for it and, in the process, become the best possible fire and emergency services personnel our community deserves. I am seeking applicants with an exceptional community-centered service mindset, educational capabilities, knowledge of innovative community initiatives, comprehensive writing abilities, and a strong ability and desire to work collaboratively with our schools, community organizations, and residents to make Cimarron Hills Fire District one of the premier fire districts.

CHFPD is proud to adopt the slogan, ***A Community Centered Family Department***. This concept is embraced by our personnel and leadership, and we continue to find new ways to live this out in our daily actions. We seek indidviduals who will share this view, is committed to living it, and will bring new ways to continue this innovative method of proud emergency services. Though we highly value the qualification requirements of this position, as they create a baseline standard of professional competency, I hold in high regard individuals of compassion and sincere dedication to the proud fire service tradition of family and community service. I personally desire an individual with the attributes to provide our team with dedication, compassion, and accountability to continuous improvement.

I wish you the absolute best in this process and look forward to meeting you and learning the ways you can serve this phenomenal team of professionals.

Andrew York
Fire Chief
Cimarron Hills Fire Department



CRR Specialist

The Cimarron Hills Fire Protection District is seeking qualified applicants for the position of Fire Community Risk Reduction (CRR) Specialist.

The CRR Specialist will heavily integrate within the 9 schools located in the district to deliver top-notch educational programs to improve fire and life safety. The CRR Specialist will work with business owners and apartment buildings to improve life safety and will provide adult education aimed at reducing risk in the community such as fall prevention and helping at-risk citizens reach necessary resources. The CRR Specialist will serve as the community and department event coordinator. This will include extensive planning and collaborating with department and community personnel to plan and execute the department open house, annual pumpkin carve, annual Santa run, and additional community / department events. The Cimarron Hills Community Risk Reduction Specialist (CRR Specialist) works within the Division of Fire and Life Safety. The CRR Specialist is primarily responsible for planning, preparing, and presenting instructional programs intended to reduce community risk; educate and inform the public to increase fire and life safety; and minimize traumatic injuries. These classes/programs will include teaching CPR classes, liaison to PulsePoint system, and other age-appropriate programs.

Cimarron Hills Fire is very active in the community and is looking to exponentially increase capabilities, community programs, and our presence in local schools. The CRR Specialist will have a pivotal role in building this new position and expanding the services the organization provides. The Fire Chief is placing significant emphasis on this position and program, and as such the CRR Specialist will report directly to the Fire Chief for at least the first 120-days and potentially up to the first year. This will ensure the CRR program meets the Fire Chief's long-term vision.

The full-time non-exempt CHFD CRR Specialist works a 40-hour workweek on a schedule determined by the Fire Chief, primarily assigned to headquarters. Overtime and flexible scheduling may occur as necessary to deliver community programs and meet organizational needs.

The minimum qualifications an applicant must meet at time of appointment are to be 18 years of age and possess a high school diploma or GED; an associate's degree is preferred but not required. Must possess or be eligible to obtain, within 30 days of hire, a valid Colorado Driver's License. Previous fire service experience is preferred but not required. Previous experience conducting fire and life safety education, community risk reduction, public information, or fire and life safety is preferred. Within one year, must successfully obtain and maintain accredited Public Fire and Life Safety Educator 1 and CPR. Within two years, must successfully obtain and maintain accredited Public Fire and Life Safety Educator 2, CPR Instructor, Carseat Installation Technician, and Juvenile Firesetter Intervention Specialist.

See the CRR Specialist Position Description for further experience, education, certification requirements, and associated duties.

Compensation and Benefits



- 2026 Base Pay: $43.21 per hour. (2027 Projected Base: $44.51)
- Employee and Family Healthcare: Cost-share with employer for Health, Dental and Vision coverage is available. The district provides a Healthcare Reimbursement Account (HRA) of up to $5,000.00 for employees and their family per year to offset many out-of-pocket medical expenses. The district provides a pre-tax plan for the cost of medical related expenses through the Total Administrative Services Corporation (TASC) Section 125 FLEX Plan.
- Retirement: A retirement plan is provided by the District through the Fire and Police Pension Association (FPPA). In 2027, contributions equaling 11.5% of gross salary are made by the district, and employees contribute 12.0%. An optional 457 Deferred Compensation Plan as a deduction from employee pay is available. 457 service longevity match is available based upon department policy.
- Paid Time Off: Vacation and sick leave are based on parameters found in the Cimarron Hills Fire Protection District Employee Handbook.
- Paid Holidays: The District has approved nine official paid holidays each calendar year, with additional compensation provided on physically worked holidays.
- Uniforms: Personnel are provided uniforms upon hire and an annual allowance to maintain uniforms.
- Development and Training: Employee development is encouraged by the district through job-specific training programs, education, and seminars. To support our employees, approved travel and related expenses for these programs are paid for by the district.

The Application Process and Important Information

Application and position description are available on the CHFD website (www.cimarronhillsfire.org), as well as at the Cimarron Hills Fire Department Headquarters facility located at 1015 Valley Street, Colorado Springs, CO 80915.

Position opens November 19, 2026. Applications must be received by 08:00 am Mountain Standard Time (MST), on Wednesday December 09, 2026.

All documents must be delivered to the Cimarron Hills Fire Protection District Administrative Offices, located at 1015 Valley Street, Colorado Springs, Colorado, 80915. The hours of operation at this facility are Monday through Thursday, except holidays, from 8 am to 4:00 pm. Applications may be emailed to HR@cimarronhillsfire.org.

The organization will screen applications as they are received and reserves the right to change the date of deadline.

Applicants will use only the approved Cimarron Hills Fire Department Application and will include a detailed resume, cover letter, and proof of all required certifications, licensures, and qualifications outlined in the CRR Specialist Position Description.

Process Specifics

Candidates will be required to complete an assessment process which may include an essay portion, phone/virtual interview, panel interviews, written assessments, in-box prioritization assessment, fire and life safety presentation scenarios, role play assessment, and/or project-based assessment. Additional interviews or assessments may be required beyond initial process dates.

General overview of steps included in process:

- Candidate Selection: Those candidates selected to move forward in the process will be notified via email on 12/15.
- Virtual Meeting: Candidates selected to move forward will participate in a virtual meeting on 12/21 with the CHFD executive leadership staff. Additional information will be provided to selected candidates on 12/15. Conducted via Teams.
- On-Site Process: January 5-6, 2027, times TBD. Candidates must be prepared to participate on both days. If only one day is needed for the process it will be 1/5.
- Potential Offers to selected candidates: NLT 1/7.
- Anticipated Start Date: 1/31.

**** The onsite process will take place January 5-6, 2027, at Cimarron Hills Fire Department Headquarters. Candidates must arrange for their own transportation, lodging, and meals. The district will incur no cost for candidates and will not provide reimbursement. Interested candidates must be prepared to participate both days and additional testing days if required. CHFD will provide further details for the onsite to those candidates who are selected to participate.**

All dates are subject to change.

The Cimarron Hills Fire Department is an equal opportunity employer. For questions, please contact our administrative offices at 719-591-0960.

