



PUBLIC EDUCATION SPECIALIST - INSPECTOR

The Monarch Fire Protection District covers a geographic area of almost 63 square miles and services more than 60,000 people who live in all or part of Ballwin, Chesterfield, Clarkson Valley, Creve Coeur, Maryland Heights, Wildwood and unincorporated St. Louis County. The area is made up of residential, commercial and industrial properties to include Chesterfield Airport, Chesterfield Valley Shopping Center, and numerous subdivisions and business/industrial complexes.

The District operates 5 Engine Houses, a Maintenance Center, an Administration Facility and two Training Facilities, and has a staff made up of more than 120 Firefighter/Paramedics, Fire Inspection Specialists, Officers and Administrative Personnel. Monarch supports the St. Louis Regional Heavy Rescue Task Force, a local Haz-Mat Team, the Urban Search and Rescue Team, and the Homeland Security Department with the Strike Force 3 Urban Search and Heavy Rescue Vehicle.

The Monarch Fire Protection District is currently seeking qualified candidates to fill an upcoming Public Education Specialist position for the District that will focus on planning, coordinating and implementing the District's community risk reduction programs across all demographics.

Responsibilities include but are not limited to the following:

- Develop and implement a comprehensive and organized public life safety strategy to reduce targeted risks in a manner consistent with the districts mission.
- Present and facilitate fire safety classes to schools, businesses and community groups.
- Work with the Fire Marshal to develop a public education and life safety budget.
- Perform research to identify areas of high loss and/or high risk to establish specific programs to target these areas.
- Manages district newsletter content and distribution.
- Develops content for social media to enhance the district image and public safety messages.
- Co-ordinates/manages the District's smoke detector/battery replacement program
- Maintain all associated records for the position.
- Attend public relations/community events during and after normal business hours to promote community risk reduction.
- Work with other internal departments and external community stakeholders to present public education information in a professional and timely manner.
- Assist in coordinating public relation events with suppression staff.
- Work with staff to explain their role within the organizations fire and life safety mission.
- Assist with Public Information Officer duties as necessary.
- Conducts inspections of buildings and properties to verify that exits, fire protection equipment and systems, interior finishes and decorations, and occupant loads conform with applicable fire and safety laws, regulations, and standards.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include Close vision, Distance vision, Peripheral vision, Depth perception and ability to adjust focus. While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk; sit; use hands to finger, handle, feel and reach with hands and arms. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. Towing and backing up of trailers up to and including 40’.

Qualified candidates must possess:

- A minimum 5 years’ experience working in the fire service industry utilizing communications, public speaking, and public relations on a continuous basis, or 2 years’ experience and a 4-year degree in education, public safety, or one of the above fields.
- A minimum of 2 years’ experience utilizing social media for business purposes, including but not limited to Facebook, Instagram, and X (formerly Twitter).
- Possess Fire Service Instructor 1 certification or obtain certification within first year of being in the position. (in lieu of 4-year degree in Education)
- Missouri Paramedic License preferred but not required.

Qualified candidates must also possess or obtain the following certificates and licenses as noted:

- Possess CPR Instructor, and Car Seat Safety Technician or equivalent certification, or obtain certifications within first year of being in the position.
- Possess Fire Service Instructor 2 certification or obtain certification within first 3 years of being in the position. (in lieu of 4-year degree in Education)
- Possess Certified Fire Inspector (IFSAC, NBFSPQ or ICC) within 1 year of employment depending upon class availability. National Fire Academy courses ICS-100: Basic Introduction to the Incident Command System and ICS-200: Basic National Incident Management System Incident Command System or obtain within first year.
- National Fire Academy course M0591, Fire and Life Safety Educator Fundamentals or obtain within first 2 years.

Monarch has a very competitive benefits package which includes:

- Premium-free medical, dental, vision, Life, AD&D, and LTD coverage
- Employee paid STD, critical illness, cancer, additional term life, and accident coverage
- Retirement and Pension program
- Paid vacation, sick, and holidays

Apply for the above position through the MFPD website and follow the steps below:

1. Under the Careers tab, click on Careers Registration
2. Register with our career page
3. Upload your resume in either PDF format ONLY and click “submit resume”.