



ASSISTANT FIRE CHIEF / FIRE MARSHAL

Fire Department - Portland, Texas

Annual Salary:
\$110,000–\$125,000 DOQ

Portland, Texas



Are you an experienced fire service professional who can lead fire prevention, inspections, plan review, investigations, and community risk-reduction efforts while helping guide a growing municipal fire department? If so, apply to be the City of Portland's next Assistant Fire Chief / Fire Marshal!

We're looking for an exceptional, service-minded leader who is:

- Experienced in fire prevention, inspections, plan review, and investigations
- A thoughtful decision-maker with strong judgment, ethics, and integrity
- A collaborative team player who builds productive relationships across departments and throughout the community

Building Community and Raising Families — read on to learn more about this opportunity!

ABOUT THE COMMUNITY

Portland, Texas, is a thriving coastal community located in San Patricio County, just across the Harbor Bridge from Corpus Christi. Positioned as a gateway to Corpus Christi and points south, Portland is conveniently accessible by U.S. Highway 181 and Texas Highway 35. The community combines strong residential neighborhoods, award-winning schools, recreational amenities, and continued economic growth with an attractive Gulf Coast location.

Portland has experienced steady growth over the past decade, with residential subdivisions under construction and additional housing in the planning stages. Commercial expansion is also underway, including significant retail and commercial development along Highway 181. Regional industrial investment continues to strengthen the local economy and contribute to Portland's long-term opportunities.

Residents enjoy more than 450 acres of parkland as well as a Community Center, Aquatic Center, skate park, dog park, and major sports complexes. Portland's coastal setting offers convenient access to fishing, boating, waterfront activities, and a variety of cultural and entertainment opportunities throughout the Coastal Bend.



POPULATION
20,833



MEDIAN HOUSEHOLD INCOME
\$83,865



MEDIAN HOME VALUE
\$234,800
AVERAGE MONTHLY RENT
\$1,577

GOVERNANCE & ORGANIZATION

The City of Portland operates under the council/manager form of municipal government. The City Council consists of seven members, including the Mayor, who serve two-year terms with no term limits. The City Council appoints a City Manager to implement Council policy and oversee the City's day-to-day operations. Portland is a customer-focused organization committed to delivering municipal services with professionalism, efficiency, and transparency. In 2025, the Portland City Council was named the Texas City Council of the Year by the Texas City Management Association.

The City organization has approximately 320 employees and an annual budget of approximately \$56.4 million.

ABOUT THE JOB

The Portland Fire Department is an all-career department serving a growing Gulf Coast community. In addition to its local responsibilities, the department operates a regional HazMat team and Technical Rescue team serving a multi-county area. The City is also planning for continued fire-service growth, including an additional station and second engine company.

The Assistant Fire Chief / Fire Marshal has primary responsibility for the City's Fire Marshal functions, including fire prevention inspections, plan reviews, code compliance, and post-incident investigations. Management responsibilities within the Fire Department are an important secondary component of the position.

The new Assistant Fire Chief / Fire Marshal will:

- Enforce City and State laws related to fire prevention and arson.
- Conduct inspections of commercial businesses, public buildings, Certificates of Occupancy, state-licensed facilities, and new construction projects.
- Analyze plans, specifications, calculations, and construction documents for compliance with applicable codes and standards.
- Evaluate fire protection and detection systems and equipment.
- Conduct fire investigations, process fire scenes, conduct interviews, and testify in legal proceedings when necessary.
- Assist station captains with pre-fire planning and support organizational objectives in the Fire Chief's absence.



QUICKFACTS

- **Department:** Portland Fire Department
- **Employees:** 25
- **Department Budget:** \$4 Million
- **Specialized Capabilities:** Regional HazMat Team and Technical Rescue Team
- **Future Growth:** Plans are underway for an additional fire station and second engine company.

KEY PRIORITIES

The Assistant Fire Chief / Fire Marshal will join Portland during a period of significant community growth and development. Priorities for the new leader include:

- Establish strong working relationships with business stakeholders and the community.
- Develop productive relationships with fellow directors and City staff.
- Evaluate the City's current inspection systems and determine opportunities for improvement.
- Work with the building/development function to develop more seamless inspection processes.
- Identify opportunities to expand and enhance the City's fire prevention and community education programs.
- Help the department keep pace with high demand for inspections, plan reviews, and development activity.
- Support strategic planning for the staffing, resources, and service delivery necessary to meet the needs of Portland's growing community.

Job Description



IDEAL CANDIDATE

The ideal candidate is a thoughtful, ethical, and collaborative fire service professional who can remain effective in stressful situations while exercising sound independent judgment. The successful candidate will carefully consider decisions and be comfortable explaining the reasoning behind them to employees, City leadership, businesses, and community stakeholders.

Portland is seeking a team player who builds strong relationships across departmental lines and approaches problems with both practical judgment and an ability to think outside the box. Strong ethics, integrity, professionalism, and good moral character are essential.

The successful candidate will also recognize the importance of collaboration as Portland continues to grow. In particular, the Assistant Fire Chief / Fire Marshal should be able to work closely with development-related departments to improve inspection processes while maintaining appropriate fire and life-safety standards.



EXPERIENCE & QUALIFICATIONS

Required:

- Associate's degree
- At least four years of related experience
- Valid Class B Firefighter-exempt Texas driver's license
- Texas Commission on Fire Protection Firefighter certification
- Texas Commission on Fire Protection Inspector certification
- Texas Commission on Fire Protection Fire Investigator certification; Arson Investigator certification is also accepted
- Current Texas Department of State Health Services EMT certification
- U.S. citizenship
- Good moral character and integrity
- Required certifications and licenses must be held at the time of application.

Preferred:

- Bachelor's degree
- Plans examiner experience
- Arson-related certification/experience beyond the required fire-investigation credential, as applicable

SALARY & BENEFITS

- **Compensation:** \$110,000–\$125,000 DOQ, with opportunities for additional compensation through certification and education incentives.
- **Health Benefits:** Health, dental, and vision insurance are provided at no cost to the employee.
- **Retirement:** Texas Municipal Retirement System (TMRS), with a 8% employee contribution and a 2:1 City match. Employees vest after five years. Supplemental death benefits are also provided, and the City offers a limited cafeteria plan and 457(b) deferred compensation plan.
- **Certification Pay:** Additional compensation is available for qualifying Fire, EMS, and Police certifications.
- **Education Incentive:** Higher salary opportunities are available based on education, including a higher salary-range adjustment for a master's degree.
- **Vehicle:** Take-home vehicle.
- **Relocation:** Relocation reimbursement is available.
- **Recreation:** Free Community Center membership for the employee and family, including Aquatics Center access.
- **Childcare:** Priority enrollment and discounted pricing for Kidz Klub after-school childcare programming for children ages 5–12.



HOW TO APPLY

Apply Here



For more information on this position, contact:

Rudy Jackson, Senior Vice President, Executive Recruitment

RudyJackson@governmentresource.com | 817-897-8080

The City of Portland is an Equal Opportunity Employer. Applicants selected as finalists will be subject to a comprehensive background investigation.