

Senior Leadership Program (FMG)**PURPOSE**

The purpose of the Senior Leadership Program is to provide recognition in the form of compensation for acquiring special skills that have added value to the services provided to the community. This program also recognizes the value of continued years of service, academic achievement, and the development of skills and knowledge through trainings.

AUTHORITIES

The compensation for obtainment of the certification is governed by the applicable MOU. Changes to this policy that may impact the compensation shall be discussed and agreed to by the impacted Union and the City.

POLICY**Requirements for Participation**

The Leadership Incentive Program is composed of two incentive levels for Chief Officers; the levels of compensation are independent of one another, and are not cumulative.

Chief Officers

The requirements of the two levels of the Leadership Incentive Program for Chief Officers are as follows:

Leadership Level I

- Minimum of three (3) years' experience as a Chief Officer with the City of Vacaville and 8 years paid experience.
- Possession of an Associate's Degree.
- Successfully completed the City of Vacaville's Leadership Academy or one of the California Fire Chiefs Annual Sections Conferences during the past three years.
- Successfully completed at least one National Fire Academy class or one class at the Emergency Management Institute.
- Most recent evaluation meets or exceeds Department standards.

(Note: Possession of a Bachelor's Degree or possession of the University of California, Davis, Human Resource Development and Management Certificate will reduce the experience requirements by one year.)

Leadership Level II

- Minimum of five (5) years' experience as a Chief Officer with the City of Vacaville and 12 years paid experience.

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- Possession of a Bachelor's Degree.
- Successfully completed an additional class from any of the following: National Fire Academy or State Fire Marshal's Office (in Prevention or Training/Instruction), California Specialized Training Institute – Hazmat (CSTI), Emergency Management Institute (EMI) in Disaster Preparedness.
- Most recent evaluation meets or exceeds Department standards.

(Note: Possession of a Master's Degree will reduce the experience requirements by two years. The possession of the University of California, Davis, Human Resource Development and Management Certificate program will reduce the experience requirements by one year.)

Compensation

Compensation for obtainment of a certification shall be outlined in and controlled by the applicable MOU. Current compensation rates are 5% for level I and 10% for level II (no compounding).

RESPONSIBILITIES

EMPLOYEE. It is the responsibility of the employee to:

1. Provide the application to Human Resources and the Deputy Chief.
2. Provide any supporting documentation with application for approved programs/projects that meet the above outlined criteria to Human Resources and the Deputy Chief.

HUMAN RESOURCES. It is the responsibility of Human Resources to:

1. Review application and all supporting documentation.
2. Upon satisfactory review, begin compensation with the pay period immediately after all required documentation has been received and approved by Human Resources.