

# Career Opportunity

## The City of Bellingham is seeking an accomplished professional to serve as **Police Chief**

### THE COMMUNITY

The City of Bellingham is among the most livable, vibrant communities in the country. Located in the northwest corner of the United States, Bellingham is centered just 90 miles north of Seattle and 60 miles south of Vancouver, B.C. The city consists of 25.5 square miles, and has a population of over 80,000.

With Puget Sound and the San Juan Islands to the west, snow capped Mt. Baker and the Cascade Mountains to the east, and the surrounding area dotted with lakes, Bellingham is a breathtakingly beautiful place to live and work. Residents can ski the slopes of Mt. Baker and sail Bellingham Bay in the same day or explore miles of hiking and bike trails, or stay in town and enjoy a vibrant arts scene, unique shops and restaurants, and community-wide emphasis on locally produced food and other products.

Bellingham is among the fastest growing metropolitan areas in the country, and the town and surrounding wilderness make it a distinctly livable city. Bellingham is the recipient of a long list of awards, including many designations as a "best place" for livability and outdoor adventures and recognition for leadership in sustainability.

The community proudly supports an active and innovative arts culture with numerous museums and art galleries, and a rich variety of musical and theatrical performing arts. The Whatcom Museum (a Smithsonian affiliate) complex houses contemporary art and historic exhibits, and is one of the largest museums outside of Seattle. The Mount Baker Theatre hosts more than 100 live performances each year. The City's rich historic heritage has been preserved, and historic districts now house specialty shops, bookstores, and fine dining.

The City has a wide variety of desirable neighborhoods and housing styles, from regal Victorians to waterfront hideaways, country farmhouses, condominiums and thoughtfully planned new developments. Education is a top priority in Bellingham and Whatcom County. Citizens support excellence in education, including nationally lauded K-12 schools, highly regarded private schools, two community colleges, one technical college, and Western Washington University, which is ranked high among public regional universities in the West.

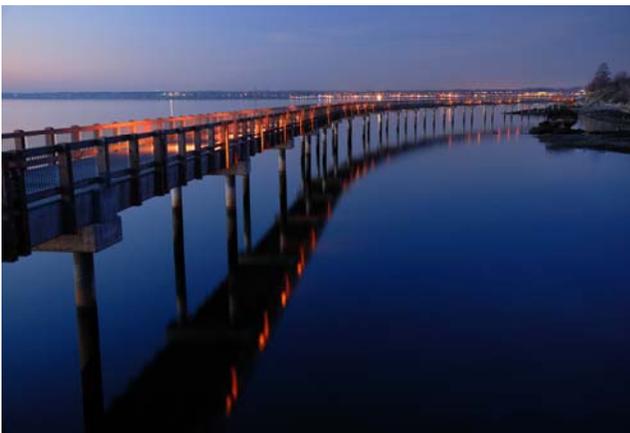


Photo by Kenni Merritt

### CITY GOVERNMENT

The City of Bellingham has a non-partisan Council-Mayor form of government. Of seven Council positions, six are elected by ward and serve four-year terms, and one at-large position serves a two-year term.

The City has \$221 million in planned expenditures for 2013 and 850 employees, many of which are represented by nine collective bargaining units and a civil service system. Twelve departments including Police report to the Mayor.

Additional information about the City is available by visiting: [www.cob.org](http://www.cob.org)

## POLICE CHIEF

### THE DEPARTMENT

The Police Chief reports to the Mayor and has management oversight of 165.9 FTEs, and a 2012 departmental budget of \$24.4 million. The department is currently accredited by WASPC and is comprised of 3 Divisions, each commanded by a Deputy Chief. One division includes Uniformed Patrol, Special Operations, and Traffic. The second division includes Administrative Services, Records, IT, and Facilities. The third division includes Emergency Management, What-Comm Communications Center, Accreditation, and Policy Development.

The Police Department is proudly dedicated to establishing community relationships and providing the services necessary to make Bellingham a safe and enjoyable place to live, work, and play. The department enjoys a supportive, collaborative relationship with city council members and other city departments. The leadership team is progressive, with the executive team comprised of the department's Chief, Deputy Chiefs, Lieutenants, Records Manager, and Administrative Coordinator.



The department includes 110 commissioned officers and 55.9 civilian personnel. Having adopted a community-oriented policing philosophy, in conjunction with high standards of selection, education and training, the department is dedicated to providing the highest level of law enforcement services to the community. The Bellingham Police Department works closely with Western Washington University, Whatcom County Sheriff's Office, Federal Law Enforcement Agencies, The Opportunity Council's Homeless Project, The Boys and Girls Club, Northwest Youth Services, Domestic Violence and Sexual Assault Services, and other key community stakeholders.

In 2011 the department responded to 127,248 calls for service. While calls for service are typically handled by the Uniformed Patrol Division, supporting units include K9 (generalist, narcotics and explosives), Crime Scene Investigations, Major Crime Investigations, Family Crime Investigations, Neighbor-

hood Anti-Crime Team, Bicycle Patrol, Traffic, Parking Enforcement, Intelligence/Crime Analysis, SWAT, and Hazardous Devices Unit.

The What-Comm Communications Center is the primary answering point for all 911 calls placed in Whatcom County. The What-Comm Communications Center also dispatches law enforcement calls for service to the Whatcom County Sheriff's Office, Bellingham Police Department, Ferndale Police Department, Everson/Nooksack Police Department, Nooksack Tribal Police, and Lummi Nation Police. Calls requiring response from other agencies, such as the Washington State Patrol, Western Washington University Police, Coast Guard, Blaine Police Department, Lynden Police Department, Sumas Police Department, or other police departments outside of Whatcom County are transferred appropriately. Fire and medical related calls are transferred to Prospect Communications Center.

Annually, What-Comm Communications Center dispatchers process more than 335,000 911 calls. As our population increases every year, so do the number of calls for service. In addition to emergent police-related calls, What-Comm handles after-hours animal related calls for the Whatcom Humane Society. What-Comm also handles other emergent notifications to agencies such as PSE (Puget Sound Energy) and telephone companies.



Photos on this page by: David Sherrer

# POLICE CHIEF



## POSITION OVERVIEW

The Police Chief will serve as an important member of the City's executive team. The Chief will be responsible for managing services within the department, and for maintaining an effective relationship with other operating departments, elected officials, outside agencies, the public, and key stakeholder groups.

It is expected that the Police Chief will provide:

**COMMUNITY PRESENCE** – Bellingham is an active community that values working together. Maintaining stakeholder relations and ensuring the needs of the community are being supported through strategies that fully consider all relevant factors is vital to maintaining the sense of community. The Chief will be an active community contributor and visible at community functions.

**RESOURCE UTILIZATION** – The City is continuing to grow and the Police Chief will work with the Mayor, department heads and staff to develop and implement a Strategic Plan to most effectively utilize the department's resources and training opportunities while responding to expected service levels and public safety needs.

**REGIONAL COOPERATION** - The Police Chief will evaluate opportunities and be an advocate to expanding cooperative ventures in regional law enforcement and training endeavors, while protecting the City's interests. The Chief is expected to develop positive working relationships with other local, state and federal law enforcement agencies.

**STAFF DEVELOPMENT** – The Police Chief will be dedicated to employee development at all levels within the organization, for both uniformed and civilian staff, recognizing individual and team achievements and providing mentoring to emerging leaders within the agency. The Chief will manage by personal example of ethical conduct, enthusiasm, and loyalty to the City and its mission and vision.

**EMPLOYEE RELATIONS** – The Police Chief will be expected to develop and foster productive relationships; operate in a fair, open and equitable management environment; be visible in the department; and encourage open communication with all departmental employees.

*“This is a community to be proud of, and so many of the good things about it are because of the work of the City of Bellingham. I am proud to be part of this team, and I’m looking forward to keeping our great work moving forward and finding new ways to be successful.”*

**Mayor Kelli Linville**  
**City of Bellingham**



# POLICE CHIEF



## CANDIDATE PROFILE

The successful candidate for this position will be an exceptional leader, capable of managing and directing the Police Department and participating as a key member of the City of Bellingham management team. The Chief will have a demonstrated record of accomplishments including high ethical standards and will be a principal-centered leader. The Chief will be a consummate law professional who understands the technical disciplines of the profession and has a keen sense of how to apply them. The Chief will have a high capacity for effective and flexible leadership. This includes the ability to build and develop the technical skills and professionalism of staff. The Chief will strengthen morale and mutual respect within the Department in light of its critical community role. The Chief must be capable of operating with significant independence and initiative, making emergency decisions under stressful conditions.

This position requires an approachable person who can maintain cooperative and effective working relationships with elected officials, citizens and stakeholders, both internal and external. The position requires a demonstrated customer service orientation, highly developed interpersonal skills, political astuteness, effective written and oral communication skills, and the ability to make sound business decisions based on limited or complex information.

This is a position of public trust; personal integrity and ethics must be beyond reproach.

## EXPERIENCE AND EDUCATION

This position requires seven years of progressively responsible law enforcement experience as a commissioned officer, including five years in senior law enforcement management. Local government law enforcement experience is highly desirable. Candidates must possess a Bachelor's degree in criminal justice or related field. Advanced law enforcement training (e.g. FBI National Academy, Executive Command College, or other advanced/executive training) is desirable.

State law requires U.S. citizenship, basic certification or equivalency from Washington State Criminal Justice Training Commission (this is available to any successful out-of-state candidates) and a thorough police background check.

## COMPENSATION

The City of Bellingham has established a salary of \$125,172 for this position. The City offers an excellent benefit package and working conditions, including medical, dental and vision coverage for employees and their dependents. Commissioned Police employees participate in the Law Enforcement Officers' and Fire Fighters' (LEOFF) with joint contributions by the City and the employee.

## APPLICATION

Please visit [www.cob.org/employment](http://www.cob.org/employment) to apply online. When applying candidates will need to include a cover letter addressing these questions: What experience, skills and traits qualify you for this position? Why does the City of Bellingham's mission and service to the community appeal to you? Why is Police Chief the right next step for you in your career? Candidates will also need to include a resume.

Candidates with questions may contact Angela Beatty at 360-778-8227 or KayCee Luxtrum at 360-778-8234.

## SELECTION PROCESS

Prescreening of candidates including phone interviews and preliminary reference checking will begin October 22, 2012.

Semi-finalists will be selected around November 16, 2012. Skype interviews with the Semi-finalists are scheduled for November 28th and 29th, 2012.

Final candidates will be selected around November 30, 2012. Finalists will be invited to attend the final interview process in Bellingham, Wednesday, December 12 through Friday, December 14, 2012.

