



CITY OF OTHELLO

W A S H I N G T O N

POLICE CHIEF

\$82,000 - \$87,500

Plus Excellent Benefits

Apply by

May 18, 2014

(First Review, Open Until Filled)

PROTHMAN



WHY APPLY?



Situated in the heart of the beautiful Columbia Basin, the City of Othello is a town known for its agricultural roots and small town charm. With over 300 days of sunshine, Othello offers a blend of natural beauty, endless recreational activities, friendly outgoing citizens, and a quality of life that is desirable to visitors, residents and businesses. Because of its mild and dry climate, residents and visitors enjoy year round outdoor recreational pursuits, including hiking, fishing, biking, and wildlife viewing.

The Othello Police Department is looking for a strong chief who can lead its force in a new direction that values teambuilding, community relations, and collaboration. This position provides an experienced leader a challenging and rewarding opportunity to make a difference in a special community committed to public safety and exceptional service.

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THE COMMUNITY

Located in Adams County, Othello is the major urban trade and commercial hub between Moses Lake to the north and the Tri-Cities to the south. Othello's landscape is a broad, rolling mesa crossed by braids of waterways and spotted with reservoirs. The climate is typically mild and dry, with over 300 days of sunshine per year.



Othello is part of an agricultural and livestock based economic region interspersed with pre-historic ice age flood channels, lakes and streams in a semi-arid upland steppe environment. Othello is a progressive modern city with a population of 18,771 and encompasses 2,173 acres and 3.4 square miles.



Othello is surrounded by one of the most diverse recreation areas in Eastern Washington. More than 50 nearby lakes provide water sports opportunities, as well as great fishing, hunting and camping. Hike for miles in the wilderness and climb among unique rock formations in the famous Channeled Scablands of the Columbia River Basin. Othello sits amid 30,000 acres of native areas, including the Columbia National Wildlife Refuge.

More than 60 crops are produced in the Basin. Half of the nation's french-fries are made from potatoes grown in the area. Agriculture activity in the county varies from dry land grain and livestock ranching to irrigated crop, orchard land and vineyards. Industrial activity is related primarily to the vegetable and fruit processing industry with various support industries.

Othello offers excellent educational opportunities. There are a variety of preschool and day care centers, three public elementary schools, a public middle school, high school and an alternative high school. Big Bend Community College is located in Moses Lake, a 30 minute drive north. Columbia Basin College is located in Pasco, a 40 minute drive.

THE DEPARTMENT

The Department is divided into 4 distinct divisions: Administration, Traffic/Patrol, Investigation, and Communication. The Department personnel consists of 17 sworn officers, six dispatchers, a code enforcement officer, as well as a reserve program. The 2014 budget is \$2,230,616. The Department has many modern facilities, including a dispatch center, offices for the staff, evidence room, interview rooms and a booking area with two cells.

The Department provides services 24 hours a day, 365 days a year to a population of 7,420 people with a surrounding population of another 7,000 people. In 2013, the Department responded to 5,799 calls for service.



THE POSITION

Appointed by the Mayor and working under the supervision of the City Administrator, the Police Chief leads, plans, organizes, directs and evaluates the City's Police Department and exercises supervision over all employees within the Police Department, either directly or indirectly through supervisors.

Other duties of the Police Chief include:

- Allocates, directs, motivates and evaluates departmental personnel to help: (1) achieve their individual goals; (2) collectively achieve the department's mission; and (3) lead to employees' growth and accountability for their actions.
- Recruits and retains qualified personnel at all departmental levels, consistent with applicable laws, regulations and City civil service procedures.
- Establishes and maintains a working environment conducive to positive morale, individual style, quality, creativity, and teamwork.

- Prepares and updates short and long range strategic plans to ensure the Department's contribution to the City's overall plans and strategies.
- Develops and analyzes the Department's organizational structure and organizes major accountabilities and functions into effective and measurable units within this structure; ensures that personnel are deployed in shifts or working units which efficiently meet the community's needs for police protections.
- Directs training programs to prepare new officers to meet the challenges of police service, and update existing officers' skills to improve the Department's professional standards.
- Establishes and maintains cooperative relationships with neighboring and regional law enforcement and security agencies to ensure coordinated, concerted police services to communities served by those agencies.
- Directs ongoing research into new law enforcement technologies and trends, and recommends implementation of programs and equipment to help the Department achieve its objectives more efficiently.
- Directs planning and presentation of crime prevention and safety promotion programs through civic, school, business, and other community groups.
- Directs analyses of crime trends, juvenile delinquency, traffic conditions, white collar crime, vice, narcotics issues, and related law enforcement concerns in the community; implements appropriate actions to meet needs surfaced by these analyses, and reports major issues and trends to the City Administrator and Mayor/City Council.
- Serves as the City's representative to committees and organizations concerned with improvements in law enforcement, public education, and public relations.
- Serves as a member of senior management on task forces and committees participating in the City's strategic planning efforts, and addressing City-wide policy and management issues.
- Prepares realistic and fiscally sound annual and special budgets to enable the Department to achieve its objectives, including special activities assigned by the City Administrator; ensures that the Department functions within budget appropriations.
- Identifies federal, state and private research and development grants; determines the scope of work for which funds are needed and prepares proposals to obtain them; administers grant funds.

OPPORTUNITIES FACING THE NEW CHIEF

Manning and Retention: The Police Department is not fully manned. There has been almost a 90% turnover in the last 6-8 years, so the new Chief will have to work to hire quality officers and increase the retention rate.

Morale of the Department: For a number of reasons, the morale of the Department has been in decline. The new Chief will need to take action to build and then maintain the morale of the force, which will also help retention.

Team Building and Leadership: Both related to the above challenges. The police force has to be formed into a more cohesive and functional team. This team needs a strong, experienced leader who can effectively mold a young force into a top notch police force.

Community Relationships: The Police Department's relationship with the community needs improvement. The new Chief will have to work to rebuild ties with key community leaders and organizations. These relationships are critical to the successful management of a small town police force.

Collaboration: The new Chief will have to work to re-establish and strengthen working relationships with the county sheriff's office, neighboring community's law enforcement agencies, and Washington State Patrol.

IDEAL CANDIDATE PROFILE

The ideal candidate should possess strong management skills, having served in increasingly responsible law enforcement positions, with at least five years of senior command experience preferable. The candidate should have a solid working knowledge of grant development/management, budgeting, training, and employee evaluation, as well as a thorough understanding of labor groups and the management of bargaining agreements, with knowledge of disciplinary practices and procedures.

The Department has experienced a large turnover in personnel in recent years. It is important that the new Chief work to improve retention rates, through mentoring and the development of innovative programs and opportunities that will provide avenues for employees to develop their profes-

sional skills, subsequently resulting in increased longevity of employment.

The new Chief should have an "open-door" policy and be a good communicator and be open to discussing new ideas brought forward from staff. It is preferable that he/she possesses a good sense of humor and imperative that they see themselves as a "team member" in the Department Head group.



In addition to having impeccable ethical and behavior standards, the ideal candidate will have exceptional communication skills and be able to provide vision and leadership for the Department. He/She should possess mentorship skills that will assist members of the Department in furthering their goals to achieve leadership positions. The new Chief should have an inherent ability to build and maintain a high level of morale within the organization. He/she should possess the skills necessary to mold the employees into a more cohesive and functional team.

It is critical that the new Chief demonstrates flexibility, have good political acumen, but be apolitical. It is also desirable that the new Chief lead by example, demonstrating a professional command presence.

The ideal candidate will have a good understanding of technologically advanced policing methods, and will possess skills in discerning what is needed in the Department in order to provide and follow safe and effective policing practices. This position requires that the Chief of Police normally be in uniform and have recent operational policing skills, and be ready to occasionally perform routine patrol duties as required.

In recent years, like many communities in Washington, Othello has experienced an increased gang presence in the community. The new Chief should have a background in addressing gang issues and possess innovative ideas in addressing this very complex problem. Due to Othello having a large Hispanic population, bilingual skills, while not required, would certainly be welcome and beneficial.

EXPERIENCE & EDUCATION

- Graduation from an accredited four-year college or university.
- Fifteen years experience in law enforcement with five years of executive level experience, or any equivalent combination of education, experience and training that provides the required knowledge, skills and abilities.
- Specialized law enforcement training and specialized workshops required, including homeland security and related federal, state and local laws highly desirable.
- Completion of Washington Law Enforcement Academy or the equivalent.

- Out of State candidates must successfully complete the Washington Equivalency Academy as prescribed.
- Have or be able to obtain a valid Washington Drivers License.
- Experience in budgetary process.

COMPENSATION & BENEFITS

- **\$82,000 - \$87,500** DOQ
- Medical, Dental, Vision Insurance
- Paid Vacation and Holidays
- Short Term Disability
- Life Insurance
- Optional Deferred Compensation
- LEOFF 2



www.othellowa.gov

The City of Othello is an equal opportunity employer. All qualified candidates are strongly encouraged to apply by **May 18, 2014** (first review, open until filled). Applications, responses to the supplemental questions, resumes and cover letters will only be accepted electronically. To apply online, go to www.prothman.com and click on "submit your application" and follow the directions provided. Resumes, cover letters and responses to supplemental questions can be uploaded once you have logged in.

PROTHMAN

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