



WASHINGTON

POLICE CHIEF

\$81,800 - \$92,100

Plus Excellent Benefits

Apply by

August 28, 2016

(First Review, Open Until Filled)

PROTHMAN



WHY APPLY?



Nestled at the base of the Blue Mountains, located 5 miles north of the Oregon border in southeastern Washington, the City of College Place is home to Walla Walla University; a private seventh-day Adventist university.

The Walla Walla Valley is a place where scenic beauty, internationally recognized wineries, renowned restaurants, cultural inspiration, outdoor adventures and small town friendliness come together to create an experience that has landed the region on many lists, including the 10 Most Beautiful Towns in Washington in 2015, the 15 Most Underrated Cities in the US in 2015, and 10 Best Worldwide Wine Travel Destinations in 2014.

If you are an experienced public sector management professional looking to lead a team of dedicated staff to provide excellent services to a close-knit small town in an area abundant with amenities, this is the right position for you!

THE COMMUNITY

With a population of roughly 60,000, Walla Walla County covers an area of just under 1,300 square miles, and is the perfect place to experience all four seasons with its warm sunny summers, crisp yet moderate winters and spectacular springs and falls that fill the area with color. Walla Walla has long been known as one of the most fertile agricultural areas in the nation, producing such crops as wheat, asparagus, strawberries and the famous Walla Walla Sweet Onions.

The City of College Place was given its name in 1891, after Seventh-day Adventists in Washington and Oregon decided to establish a college in the area adjacent to Walla Walla's southwest border. Today the area is home to just over 9,000 residents, and is primarily residential. Home to the majority of Walla Walla University's students, the College Place campus is located about three miles west of Walla Walla, which has been recognized as "America's Friendliest Small Town" by USA Today and Rand McNally. Walla Walla is home to an

all-American downtown corridor and 20 public parks, which offer miles of recreational trails. Nearby Walla Walla is known to be the "hub city" for medical, professional and business services for Southeastern Washington and Northeastern Oregon. Major employers in the region include food-processors, machinery and irrigation manufacturers, and schools and colleges, including Whitman College, Walla Walla Community College and Walla Walla University.

The area boasts three 18-hole golf courses, over 100 world class wineries, recreational trails, the Blue Mountains and local rivers, offering residents of all ages a variety of recreational opportunities including picnicking, recreational sports, cycling, fishing, hunting, golf, and winter sports.



THE CITY

Incorporated on January 19, 1946, the City of College Place operates under a strong mayor form of government. The City of College Place has a seven-member City Council that meets every second and fourth Tuesday of each month.

The City currently employs 32 full time employees.

The police department is budgeted for a total of 14 officers and support staff. Current staff includes the Interim Chief, 8 officers, 1 detective, 2 patrol sergeants, 1 records supervisor and 2 records clerks. The Police Department also has 1 temporary officer and 3 part-time reserve officers.

Including capital projects, the City has a 2016 operating budget of \$29,662,726.

Departments of the City include Police, Fire, Public Works, Building, Engineering, Finance, Administration, and Human Resources. College Place currently contracts with Walla Walla District Court for court services and recently negotiated a contract with CH2M to operate the city's wastewater treatment plant.

THE POSITION

Under the direction of the City Administrator, the Chief of Police is responsible for planning, directing, implementing and evaluating the activities of the police department. Responsibilities of the position range from recruitment and selection of personnel, the formulation of policies and procedures, preparation of an annual budget, to maintaining and furthering positive relationships with all segments of the community. The Chief of Police will from time to time become involved with the patrol and investigative activities of the department, to consistently oversee and evaluate these operations, and also become directly involved by working patrol shifts and investigating criminal complaints.

Other responsibilities include:

- Monitor and develop policies and procedures for the Department mandated by law, to ensure efficient operations of the department, and to implement directives from the City Council or City Administrator.
 - Plan and implement a law enforcement program for the City in order to better carry out the policies and goals of City Management and Council; review Department performance and effectiveness, formulate programs or policies to alleviate deficiencies.
 - Coordinate the information gathered and work accomplished by various officers; assign officers to special investigations as the needs arise for their specific skills.
 - Assure that personnel are assigned to shifts or working units which provide optimum effectiveness in terms of current situations and circumstances governing deployment.
 - Review evidence, witnesses, and suspects in criminal cases to correlate all aspects, and to assess for trends, similarities, or for associations with other cases.
- Supervise and coordinate the preparation and presentation of an annual budget for the Department; direct the implementation of the department's budget; plan for and review specifications for new or replaced equipment.
 - Direct the development and maintenance of systems, records, and legal documents that provide for the proper evaluation, control, and documentation of the Police Department operations.
 - Handle grievances, maintain Departmental discipline, and maintain the conduct and general behavior of assigned personnel.
 - Prepare and submit periodic reports to the City Administrator upon request, regarding the Department's activities, and prepare a variety of other reports as appropriate.
 - Meet with elected or appointed officials, other law enforcement officials, community and business representatives and the public on all aspects of the Department's activities.
 - Cooperate with County, State and Federal law enforcement agencies as appropriate where activities of the police department are involved.
 - Coordinate activities with supervisors and other City departments, exchange information with officers in other law enforcement agencies, the City Attorney's Office, District Court, and other government agencies. Obtain advice from the City Attorney, District Court Administrator, and Prosecuting Attorney's Office regarding cases, policies and procedures.



OPPORTUNITIES & CHALLENGES

Manning and Retention: Due to a variety of reasons, there has been a significant turnover rate in the department. The new Chief will need to focus on hiring quality officers and increasing retention by developing better management practices, and creating new opportunities for officers within the department.

Team Building and Leadership: The department is physically split between two buildings with the Chief, records clerks, and detective in one building and the officers in another. The new Chief will need to be a strong, experienced leader who will take action to build and maintain the morale of the force. They need to have the ability to mold the police force into a more cohesive and functional team.

Community Relationships: The Chief will need to focus on improving the Police Department's relationship with the community. Building ties with key community leaders and organizations will be critical to the success of the department.

New Records Management System: The College Place Police Department is moving to "New World" records management and Computer Aided Dispatch system.

IDEAL CANDIDATE PROFILE

The ideal Police Chief is a self-confident, dynamic and strong leader with vision to drive positive change by working with others. He or she will possess the skill set to establish a top-of-the-line Police Department that is highly respected and involved in the community. The Police Chief is the face of policing and safety in the community and embraces and exemplifies a community oriented policing philosophy. He or she will have excellent people skills, an appreciation of small town policing, and the ability to hold themselves and staff accountable within the department.

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 or she must possess mentorship skills that will assist members of the Department in furthering their goals to achieve leadership positions. The next Chief should lead by example, demonstrating and

instilling in the Department a fair approach to enforcement of the law, including a balance between "letter of the law" and "spirit of the law" policing, and understanding the police "Guardian" vs. "Warrior" mentality. The community desires a Chief that will be highly visible, and involved in community organizations. The ideal candidate reaches out to various groups (i.e. business owners, schools, senior citizen groups, and youth) and demonstrates the need and expectation of this approach to all members of the police department. The ideal candidate will maintain a solid relationship with educational institutions in the city, and be able to develop a vision for the department to further enhance morale within the agency. He or she must have a successful law enforcement career, including comprehensive technical knowledge of modern practices and proven techniques of police management.

The candidate should have a solid working knowledge of grant development and management, budgeting, training, and employee evaluation, as well as a thorough understanding strategic planning concepts and principles, and management of bargaining agreements with knowledge of disciplinary practices and procedures.

EDUCATION & EXPERIENCE

A bachelor's degree from an accredited four-year college or university in business administration, business management, police science management, personnel management, psychology, sociology, labor relations, or a closely related field.

Candidates must have a minimum of ten years of experience as a police officer with a minimum of five years in a middle management position. Any equivalent combination of education and experience which provides the person with the knowledge and abilities required to perform the job may substitute for the above, at the discretion of the City.

Applicants must have completed the Washington State Basic Law Enforcement Academy or be eligible for a certificate of equivalency from the Washington State Training Commission, be able to successfully pass a medical examination and extensive background check prior to appointment, and possess a Washington or Oregon drivers license or have the ability to obtain one.

COMPENSATION & BENEFITS

- **\$81,800 - \$92,100 DOQ**
- Medical, Dental, and Vision
- \$100,000 Life Insurance Policy
- Paid Holidays
- Sick & Vacation Leave
- LEOFF Retirement Program
- Optional 457 Plan, AFLAC, and Flexible Spending Plan



Please Visit:
www.ci.college-place.wa.us

The City of College Place is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **August 28, 2016** (first review, open until filled). Applications, 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 supplemental questions can be uploaded once you have logged in.



www.prothman.com

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