

CITY OF SNOQUALMIE
WASHINGTON

POLICE CHIEF

\$125,796 - \$139,776

Plus Excellent Benefits

Apply by

September 25, 2016

(First Review, Open Until Filled)

PROTHMAN



WHY APPLY?



Located just 25 miles east of Seattle and surrounded by stunning vistas of Mount Si and the Cascade Mountains, the City of Snoqualmie, Washington, offers year round outdoor adventures, including hiking,

mountain and road biking, fishing, kayaking, skiing and golf. The outdoors infuses Snoqualmie with energy and tranquility.

The City of Snoqualmie is a stable, financially sound organization in the fastest growing city in Washington. If you are interested in working in a supportive environment and making a difference, this is the right position for you!

THE COMMUNITIES

Incorporated in 1903, the City of Snoqualmie blends its historic past and small-town ambiance with a growing population in the master-planned community of Snoqualmie Ridge. In 1997, the population was approximately 1,500. Today, the population is nearly 13,000, and with current development agreements, will grow to approximately 15,000. Remarkably, census results show that 35% of the population was made up of those 18 years of age and younger, which takes the number one position in King County for youth population.



Snoqualmie provides police services to North Bend, a neighboring community with a population of approximately 7,000 that will grow to approximately 15,000 residents.

Residents enjoy the city's 35 parks, 540 acres of open space and more than 30 miles of trails that offer a wide range of recreation opportunities and highlight the scenic beauty and vitality of Snoqualmie. The parks have something for everyone, from play equipment for the little ones to tennis courts and athletic fields. Many parks have facilities available for rental, including fields, picnic shelters, and the fabulous view shelter at Snoqualmie Point Park.



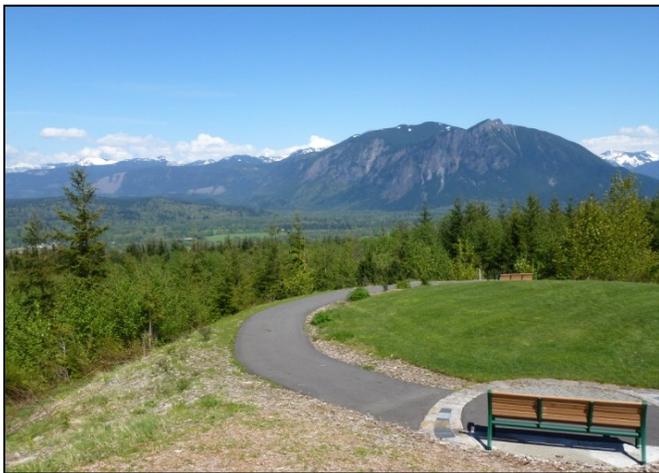
Downtown Snoqualmie is sometimes referred to as the historic district for its many landmarks. The City has invested over \$24 million in new public infrastructure including a City Hall. The city council just approved an additional \$15 million for continued infrastructure investments. There are unique shops, local artisan crafts, and many restaurants, from coffee houses to casual fare to fine dining. Complementing the downtown historic district are many shops and restaurants in the Snoqualmie Ridge Marketplace. Across Snoqualmie Parkway is the Snoqualmie Ridge Business Park with several major companies in a variety of industries.

The City of Snoqualmie is home to Snoqualmie Falls, which is the second most visited attraction in Washington State after Mount Rainier. The City is also home to the Northwest Railway Museum located at the historic Snoqualmie Depot and is the largest railway museum in Washington State.

The Tournament Players Club (TPC) at Snoqualmie Ridge is the Home of the Boeing Classic, an official event on the PGA Champions Tour. The nationally recognized Jack Nicklaus Signature Golf Course is designed to accommodate professional events while offering superb playability and unparalleled views for golfers of all levels.

Snoqualmie takes its name from the Snoqualmie Indian Tribe whose members share their culture and history at many community events. The Snoqualmie Casino is the closest casino to Seattle and the Eastside and offers dining, live entertainment, and a conference venue.

Snoqualmie Valley School District provides academics, sports, music programs and more for approximately 5,600 students in ten schools. Test scores are among the highest in the state. Many excellent public and private colleges and universities are within an hour of Snoqualmie, including Bellevue College and University of Washington, one of the preeminent research universities in the world.



THE CITY

The City of Snoqualmie is a non-charter Code City which utilizes a Mayor-Council form of government. The Mayor is the elected chief executive officer and all council members are elected citywide and represent all citizens. Mayor Matt Larson is currently serving his third term as Snoqualmie's Mayor. He has held many offices in Snoqualmie in the past, including Mayor Pro-Tem, City Council member, chair of the Planning Commission, and Parks Board member.

City Administrator, Bob Larson, has served as the chief administrative officer for 12 years and is responsible for the City's day-to-day operations and the coordination of work among all departments and programs. City departments include: Finance & Administration, Community Development, Fire, Parks & Public Works, and Police. The City's department heads and program managers are supportive of each other in accomplishing the City's

goals. They work well together as a team in an environment that is enjoyable and highly productive. Snoqualmie has a current budget of \$42 million and employs 118.72 FTEs, including interns and seasonal employees.

THE DEPARTMENT

The City of Snoqualmie Police Department provides law enforcement services to residents, businesses, and visitors to Snoqualmie, provides public education for many topics that support the community, hosts and sponsors special events, and offers a range of programs for youth. The Snoqualmie Police Department also serves the City of North Bend with law enforcement and police services. The Snoqualmie Police Department facility has holding cells, interrogation rooms, a shooting range, and a training room. Dispatch and jail service is provided through contract by the Issaquah Police Department.

THE POSITION

Under general direction of the City Administrator, Snoqualmie's Police Chief plans, organizes, directs and controls all police services delivered to the community, including developing, implementing and evaluating policies, procedures and practices to accomplish the police department's mission, including specific public safety programs and the annual budget.

Essential Responsibilities Include:

- Prepares a realistic and fiscally sound annual budget to enable both the Fire and Police Departments to achieve the City's Public safety objectives: following the goals and objectives of the City Council; ensures that the dept. functions within budget appropriations. Approves all department expenditures; obtains and evaluates bid proposals on equipment.
- Assures that department personnel are capable of providing services to maintain all police department operations by providing managerial leadership and supervision to subordinates.
- Directly supervises or directs work through subordinate supervisors, the entire Police Department personnel, including patrol and records. Develops and maintains a climate in which morale, motivation, human relationships and individual effectiveness can flourish best.

- Recommends selection of staff. Reviews performance of Police Department personnel through performance rating and reports. Approves merit pay and other personnel actions. Institutes disciplinary action as required.
- Assures that rules, regulations, and union agreements are administered consistently, uniformly, and in such a way that maximum management rights are retained and that precedents are not established which set long range adverse effects.
- Frequent involvement in confidential, sensitive, or emotionally charged interactions which require discretion, tact, integrity and sensitivity, along with the ability to gain the trust and confidence of others.
- Assures departmental operations comply with all local, state and federal legislation and regulations. Prepares clear, concise reports and makes presentations to City Council upon request.
- Establishes and maintains effective working relationships with other City employees, other criminal justice agencies, elected officials and the public.
- Attends frequent staff & community meetings as required, including City Council, Public Safety committee meetings & public hearings.



OPPORTUNITIES & CHALLENGES

"Spirit of the Law" and "Letter of the Law"

Snoqualmie is continually working hard to further develop the community as a tourist destination city. It will be critical that the Chief understands and employs a balance between "Spirit of the Law" and the "Letter of the Law" approach to policing, while also being mindful that policing issues are somewhat different in Snoqualmie than those in North Bend, which has a higher per capita call volume reflected in a higher crime rate.

Policing Large Events

The City of Snoqualmie is home to the Boeing PGA Tournament, which draws 20,000 to 30,000 visitors over a three day period each year.

Staffing and Retention

In the last two years, the department has had several of its officers leave for various reasons, which as a percentage of the total positions is considered high for Snoqualmie where up until then very little turnover had occurred. The new Chief will need to focus on hiring quality officers and increasing retention by developing a vision for the department, a long term plan, and organizational efficiency.

IDEAL CANDIDATE PROFILE

The City of Snoqualmie is seeking a highly ethical, principled, and tenured law enforcement professional who has demonstrated leadership and management skills. He or she must have a successful law enforcement career, including comprehensive technical knowledge of modern practices and proven techniques of police management. 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 and an appreciation of small town policing, and make a strong effort to participate in community events.

The ideal candidate will be a chief with a strong command presence who can bring vision, leadership, and confidence into the Department. He or she will need to hold officers accountable, yet also be a consensus builder who creates a positive work environment that brings open communication both up and down the chain of command. This will require the new chief to be confident, yet approachable to all staff and co-workers. It's essential for the Chief to solicit ideas and recommendations from all department staff.

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 diplomatic and fair approach to enforcement of the law, including a balance between "letter of the law" and "spirit of the law" policing, and understanding the 'Guardian' vs. 'Warrior' and 'Blue Courage' policing philosophies.

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. Strong public relations skills and experience with building positive relationships with allied agencies will be a key to success in this position.

EXPERIENCE & EDUCATION

At a minimum candidates must possess an AA degree in Police Science or related field, with graduation from an accredited college or university with a four-year degree in a law enforcement related field strongly preferred. A minimum ten (10) years experience in a municipal public safety agency as a commissioned police officer, and a minimum of four (4) years of successful and progressive management experience is required.

Experience as a Chief is preferred. Other qualifying experience which provides an equivalent balance of the necessary knowledge, skills, and abilities to meet the job requirements will be evaluated that may substitute for the required education and experience listed above.

Possession of a valid Washington State driver's license at the time of appointment and a driving record acceptable to the City is required.

COMPENSATION & BENEFITS

- **\$125,796 - \$139,776 DOQ**
- 100% medical, dental, vision, orthodontia and vision insurance for employee and dependents
- Deferred compensation investment plan with up to \$200 per month match by City of Snoqualmie
- Employee Assistance Program
- 8 hours per month accrual for sick leave
- 10 vacation days per year (increases with longevity)
- 12 paid holidays (includes two floating holidays)
- WA State LEOFF Retirement System
- \$50,000 life insurance
- Compensatory time
- Pay For Performance – eligible for up to 4% additional non-cumulative pay each year (after completing one year at maximum salary step)

Please visit
www.ci.snoqualmie.wa.us



The City of Snoqualmie is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **September 25, 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.

PROTHMAN

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