



City of Prescott, AZ ANNOUNCEMENT OF EMPLOYMENT POLICE CHIEF

Pay Grade: 91 Hiring Salary Range: \$100,000 to \$112,000 plus benefits
(Salary negotiable within range depending on qualifications and experience.)
FLSA Status: Exempt – not eligible for overtime

The City of Prescott Police Department delivers quality Community Based Policing in active partnership with the citizens we serve. The Police Chief is responsible for the protection of lives and property in the City through the supervision and direction of all 120 police employees (70 of which are sworn officers) and functions including Administration, Patrol, Community Service and Support Services as well as a recently established Regional Communications Center. We are seeking a community oriented individual with the desire to be a professional, positive influence in the community. We serve a family-friendly city of approximately 40,000 residents, located adjacent to the Prescott National Forest. Our beautiful town square is in the heart of historic downtown and is the site of year-round community activities.

Qualifications: Education and/or experience equivalent to a Bachelor's Degree in Police Science, Administration of Justice, Organizational Management or closely related area and ten (10) years full time managerial and supervisory level sworn law enforcement work. Candidate of choice must possess AzPOST certification as a Law Enforcement Officer or obtain within 90 days of hire (see AzPOST.state.az.us) and possess a valid Arizona driver's license.

Tasks: This FLSA exempt position directs the planning, delivery, and evaluation of all departmental services and activities through subordinates; formulates and prescribes methods and procedures; plans and develops the departmental budget and monitors all departmental expenditures; prepares budgetary reports for the City Manager; coordinates law enforcement activities with the City Manager, City Council and other department heads; interacts with the public. Plans and assigns work and reviews and evaluates performance of subordinate law enforcement personnel and office support staff; directs and administers the hiring and selection process; assesses workload, the administrative support system and internal reporting relationships to identify opportunities for improvement; directs the implementation of changes; serves as a member of the City's Management Team; promotes positive community relationships by attending Council Meetings, service and civic club functions and other public forums; provides advice on public safety, law enforcement and community service issues to the City and to the general public; coordinates law enforcement activities with other public safety agencies from other communities, jurisdictions, State and Federal agencies. Must have the ability to take Prescott Police Department to the next level of performance.

Knowledges, Skills, and Other Characteristics:

Knowledge of the principles and practices of modern police administration and police methods and the use of police records and their application to police administration.
Knowledge of departmental rules and regulations and applicable federal, state, and local laws and ordinances.
Knowledge of the standards by which the quality of police service is evaluated.
Knowledge of the City of Prescott's governmental organization, policies and procedures.
Knowledge of administrative, managerial and supervisory procedures, practices and principles.
Knowledge of budget preparation, monitoring and administration.
Skill in planning, organizing and directing the work of employees performing varied operations connected with police activities and developing proper training and instructional procedures for those employees.
Skill in understanding and interpreting complex laws, rules, regulations, policies, and guidelines.
Skill in supervising, evaluating, training and motivating employees.
Skill in preparing, defending and administering budgets.
Skill in written communications for administrative and technical purposes.
Skill in oral communication in one-on-one and group situations including public speaking in large groups, conflict resolution and alternate dispute resolution..
Skill in utilizing public relations techniques in responding to inquiries and complaints.
Skill in establishing and maintaining effective working relationships with State, Federal, and other local law enforcement officials, elected officials, subordinate staff, and City residents.

Additional Information and Selection Process: Three-day interview process will be November, 16, 17 and 18, 2005. The selection process may include but is not limited to a preliminary interview by committee, supplemental writing exercise, taped stress simulation presentation to City Council, get-together with community leaders and City department directors. The candidate of choice must complete a physical examination to meet AzPOST requirements (see AzPOST.state.az.us), drug screening, psychological evaluation, polygraph interview and a comprehensive background investigation. If you have questions, please call Jolaine Jackson at (928) 777-1216.

Application and/or resume must be received by 5:00 P.M. September 30, 2005

Send resume with written cover letter of position interest to:

City of Prescott, Human Resources, 201 S. Cortez Street., Prescott, AZ 86303
(928) 777-1315 (800) 748-6205 TDD (928) 777-1100 Fax (928) 777-1213

Email: personnel@cityofprescott.net Visit our website at: www.cityofprescott.net or www.police.cityofprescott.net Job Hotline: (928) 777-1280
EEO/M/F/V/H/D/NSE Posted: September 1, 2005

Jolaine Jackson, Human Resources Manager

MAJOR BENEFITS FOR FULL-TIME REGULAR EMPLOYEES: Twelve days annual paid vacation; Ten paid holidays; Paid sick leave; Paid employee health and life insurance; Public Safety Personnel Retirement benefits; Deferred Compensation Plan; Social Security benefits; Annual 40 hour exempt leave; other optional benefits. NOTE: When advised, reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any phase of the selection process.