

## **ANNOUNCEMENT OF POSITION OPENING**

TITLE: **POLICE CHIEF**

SUPERVISOR: City Administrator

TYPE OF POSITION: Executive, Administrative and Professional Exempt Position

### **General Statement of Responsibilities**

The Police Chief is the departmental authority in all matters of policy, procedures, operations and discipline. The Chief is responsible for assuring the effective operation and performance of the Police Department. The Chief is responsible for seeing that order is maintained, laws and ordinances are enforced, thereby protecting the lives and property of the public.

### **Supervision Received**

Works under the general administrative direction of the City Administrator.

### **Supervision Exercised**

The Police Chief is responsible for directly supervising employees in the Police Department.

### **Educational, Training and Special Necessary Requirements**

High School diploma/GED; preference given to Associate's or Bachelor's degree in law enforcement or related field from an accredited college or university; combination of experience/education may substitute. Possession of, or the ability to obtain without further training, an 'Advanced Certificate' from the Oregon Department on Police Safety Standards and Training; ability to obtain within 2 years a Management Certificate; possession of valid drivers license; physically capable of performing the duties of a Patrol Officer; must successfully complete screening examinations, background check and drug screen. Must be bondable.

### **Experience**

At least eight years of progressively responsible experience in the law enforcement field, preferably including four years management experience in some aspect of law enforcement.

### **Knowledge of**

Principles and practices of organization, personnel, management, and finance administration related to the Police Department; working knowledge of: police equipment, modern police administration techniques and practices, the geography of the City and location of important buildings and federal, state and local laws and ordinances which are to be enforced by the Police Department.

### **Skill in and Ability to**

Operate an automobile; evidence gathering, forensic analysis, and related specialized equipment used in the performance of duties; initial and continued training of all employees of the department to improve staff competency, utilizing the most effective concepts and

technologies. Plan, assign, and supervise the work of police officers and reserves; plan, initiate and carry out long-term programs in the department; understand and execute oral and/or written instructions; be courteous but firm with the public; to handle firearms and apply reasonable physical force only when necessary; react quickly and calmly under emergency conditions; assign and evaluate work of all departmental employees; establish and maintain effective working relationships with employees, outside agencies and the public in general.

**Essential Functions**

Planning, directing, coordinating, controlling, staffing, performing and supervising all activities of the department for its continued efficient operation; ensuring that order is maintained, laws and ordinances are enforced, thereby protecting the Constitutional rights, lives and property of the public.

**Salary and Benefits**

Salary range is \$53,957 - \$65,585 annually (including PERS), depending on qualifications. Benefits include medical, dental and vision insurance; employee life insurance; paid holidays, sick leave, vacation and administrative leave days; and membership in the Public Employees Retirement System (PERS) when eligible.

**Starting Date**

As soon as position is filled.

**Method of Application and Closing Date**

Applications will be accepted until the position is filled. Applications may be obtained by contacting:

City of Rogue River  
133 Broadway  
PO Box 1137  
Rogue River, Oregon 97537  
(541) 582-4401

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