



## PUBLIC SAFETY DIRECTOR

**\$105,741 - \$133,797**

*Plus Excellent Benefits*

Apply by  
**September 16, 2018**  
*(open until filled)*

**PROTHMAN**



## WHY APPLY?



Nestled in Southwest Oregon just 60 miles north of the border of California in the "Sun Belt" of Southern Oregon, Grants Pass is full of beauty, history, culture and adventure. The gorgeous scenery and world-famous Rogue River beckons residents and visitors to enjoy the outdoors through biking, kayaking, rafting, golfing, fishing, wildlife watching, and more.

If you want to make a difference in a special community with unique opportunities and would like to lead a dedicated staff in an organization that places a high value on providing outstanding service, this is the position for you!



## THE COMMUNITY

Located in Josephine County, Oregon, Grants Pass is the County seat and largest city with an estimated population of just under 37,000. Grants Pass has a colorful past forged by the Native Americans, trappers, loggers, gold panners, celebrities and writers who were attracted to the area for its resources and scenery. Today, Grants Pass is a beautiful community with a "hometown" feeling, encompassing 7,475 acres of land. The City serves as the major commercial, cultural, and economic center for a County population of 85,000.



Grants Pass is conveniently located right off Interstate 5, just one hour north of the California border. It is a hub to many nearby attractions, including two National Forests and one of the largest wilderness areas in the West, the Kalmiopsis, where rare and unique botanical wonders abound. The nearby Oregon Caves National Monument is a year-round attraction and is just a short drive away from Crater Lake National Park, the Pacific Ocean and Redwood National Park in California.

The local community boasts their "can-do" attitude that encourages leveraging resources, raising strong leaders and encouraging entrepreneurial approaches which keep Grants Pass always moving forward. The people in Grants Pass invest in and care about their community and are always looking for ways to improve and add character to the already distinguished town.

The area offers breathtaking parks, a revitalized downtown with a booming historic district, upscale dining and retail, antique shops, and a variety of entertainment venues. Residents and visitors enjoy endless recreational opportunities, including water sports, jet boat rides, kayaking, hiking, fishing, golfing, cycling, wine and beer tasting, and much more.

## THE CITY

The City of Grants Pass is situated in Josephine County, and utilizes the Council/Manager form of government with eight Council Members elected at-large to staggered four-year terms. The Mayor is elected by Grants Pass residents to a 4-year term and only votes in the situation of a tie.

The City has a total operating budget of \$22.9 million including Police and Fire, for Fiscal Year 2019. Grants Pass provides a variety of services including City Planning, Engineering and Building Services, Fleet, Water Plant/Distribution services, Water Restoration/Collection services, Parks, Police and Fire services. City departments include: Administration, Human Resources, Finance, Public Safety, Public Works, and Parks & Community Development.



## THE DEPARTMENT & POSITION

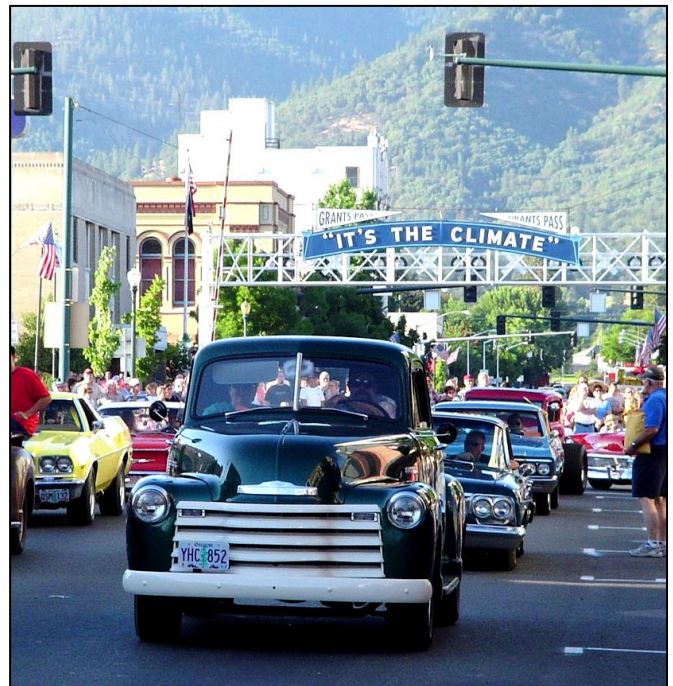
The City of Grants Pass provides police, fire/rescue, dispatch/911, and records services to residents and visitors together through the Public Safety Department. The Public Safety Department, which consists of the Public Safety Director, Deputy Chief Police, 3 Lieutenants, 8 Sergeants, 44 Officers, 7 Records Clerks, 6 CSOs, a Property Specialist, Crime Analyst and Prevention Program Assistant. The Communications Center is staffed with 2 Managers, 3 Shift Supervisors and 14 Dispatchers.

Working under the direction of the City Manager, the Director of Public Safety leads both Police and Fire and is responsible for management of 911 communications administration for all of Josephine County, and the oversight of 123 employees. The Public Safety Department consists of three divisions including Police, Support, and Fire Rescue. Services include Fire Rescue, Fire Prevention, Patrol, Nuisance Intervention Team, School Resource Officer, Crime Prevention, CSO/Code Enforcement, Traffic, Detectives, K9, SWAT, Critical Incident Negotiation Team (CINT), School Marshal Program, Records and Dispatch.

The Police Division includes Police Patrol, Detectives, Community Service Officers, Code and Parking Enforcement, Nuisance Intervention Team, Traffic Enforcement and Crime Prevention and Education. Police services, both uniformed and plain clothes, are provided by officers in marked and unmarked vehicles, police motorcycles, on foot and on bicycles. The Department has also recently begun supervising the Rogue Area Drug Enforcement Team, and currently assigns one Sergeant and one detective to the multi-agency team.

The Communications Division of Support Services provides police, fire and ambulance dispatch for the City and seven outside agencies and provides the 911 dispatch and management administration for the Josephine County 911 Agency. In 2017, the Dispatch Center received 63,009 emergency calls, and 32,014 non-emergency calls. The Records Division is responsible for processing and management of the City's public safety records, provides non-emergent call-taking, and reception for the Department.

The Fire/Rescue division responds from three strategically located Public Safety Stations to a wide variety of incidents including all fires, rescues, crashes, serious medical emergencies, hazardous materials incidents, and public calls for assistance. This division also encompasses fire prevention and fire code enforcement.





## OPPORTUNITIES & CHALLENGES

**Team Building and Leadership:** The Department has a significant generational gap between young leaders and senior leadership in both the Fire and Police divisions. The ability to provide equal mentoring between all divisions will be important in this organization as the Department works to develop a cohesive and functional team. The new Director must have experience with team building and developing trust with all units in the Department.

**Community Relationships:** The Public Safety Department is known for being friendly and continually maintaining good relationships with citizens and local businesses. The City and the community expect a new Director to take ownership and be involved, working to maintain the ties with key community leaders and organizations which are critical to support the goals of the Department as well as critical to the successful management of a community-oriented fire and police force. The new Chief is expected to bring proactive, modern policing practices to Grants Pass on a daily basis, leading the department in those practices. The Director must be proactive dealing with these challenges.

**Community Issues:** As is the case in many communities, there has been an increase in homelessness, drug use, and mental health issues. Grants Pass is very sensitive to these problems and has actively sought methods to combat these issues. It is expected that the new Director will continue to bring progressive and innovative solutions for addressing these areas of concern, such as the City's Nuisance Intervention Team and mobile kitchen for the homeless and low income.

## IDEAL CANDIDATE

### Education and Experience:

This position requires a bachelor's degree from an accredited college or university in political science, criminal justice, behavioral science, business or public administration, or a related field, and 10 years of increasingly responsible public safety experience, including at least 5 years of middle management experience; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job. The successful candidate must obtain Oregon DPSST Police Officer Certification at hire or within 6 months of appointment, Oregon DPSST Management Certification within 24 months of appointment, and pass and maintain firearm qualification/certification.

### Necessary Knowledge, Skills and Abilities:

- Experience utilizing High Performance Organization (HPO) principles including valuing and supporting the contributions of all department units and team members, leading and supporting positive change on all levels of the department, developing a culture that values employee engagement, customer service and continuous improvement, and creating cohesion among employees. The ideal candidate will empower and unify front-line supervisors and mentor employees to prepare them for future roles.
- Experience with leading combination departments is a must. Candidates should have ability to clarify staff roles and create a cohesive department by providing the leadership to build a department-wide understanding and common sense of purpose focused on the Strategic Plan and HPO efforts.
- Ability to be a positive change agent for the department, exploring new ideas and approaches with a vision toward the future of the City. Demonstrated experience monitoring the forefront of industry advances and assessing adaptation and application to Grants Pass.
- A strong, collaborative and visionary style of leadership, both engaging and personable, emphasizing the needs of the Department's internal and external customers.
- Ability to develop and maintain a departmental culture that embraces transparency and accountability to build trust within the community and department.

- Demonstrated enthusiasm with focused energy to all projects and a passion for service to the community. The ideal candidate will be dedicated to effective leadership and building collaborative and positive relationships with those he or she leads, and other staff members and outside organizations in the region.
- Experience working with community agencies, sheriff, state patrol, and drug task forces.
- Exceptional written and oral communication skills which will be used to clearly communicate the policies and procedures established by City Council to department staff and citizens in a clear and concise manner.
- The ideal candidate will lead by example setting the standard for all department members and must have a strong and confident presence, be a good listener, be accessible, and understand the importance of maintaining close and consistent communication with staff.
- Strong negotiation and partnering skills with the ability to establish and maintain cooperative and effective working relationships with the City Council, command staff, assigned personnel, union representatives, other City employees, various professional, civic and government officials, and the general public under both regular business and adverse/emergency conditions.
- Extensive experience working in a represented environment, and a thorough understanding of the collective bargaining process.
- Experience working with police, fire and AMR dispatch.
- Ability to serve as an active member of the City's leadership team and readily connect with all City departments.

- Knowledge of disciplinary practices and procedures, including a solid understanding of the importance to adhere to policy and procedure, and the ability to instill a high level of accountability within the department, including personal conduct and adherence to progressive disciplinary standards.

Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities.

### COMPENSATION & BENEFITS

- **\$105,741 - \$133,797 DOQ**
- Generous Benefit Package, including Medical, Prescription, Vision, and Dental Insurance
- Long Term Disability
- Life and AD&D Insurance
- City-paid Oregon PERS
- Social Security
- 10 Paid Holidays
- 1 Personal Holiday
- 16 Hours Administrative Leave per quarter
- Vacation & Sick Leave

Please visit:

[www.grantspassoregon.gov](http://www.grantspassoregon.gov)



The City of Grants Pass is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **September 16, 2018** (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](http://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. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the website as instructed on the form.



[www.prothman.com](http://www.prothman.com)

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