



POLICE CHIEF

\$114,509 - \$143,124

Plus Excellent Benefits

Apply by

October 13, 2019

(First Review, Open Until Filled)

PROTHMAN



WHY APPLY?



Located in the Willamette Valley at the confluence of the Calapooia River and the Willamette River, The City of Albany is just east of Corvallis and south of Salem. Albany offers a unique combination of a family friendly, high quality lifestyle, with an abundance of nearby educational, cultural and recreational opportunities, great neighborhoods, a safe city, a healthy economy, and an effective government.

If you are looking for an opportunity to make a difference in a beautiful and stable community surrounded by the best the Pacific Northwest has to offer, this is the right position for you!

THE COMMUNITY

Recognized as the “Hub of the Willamette Valley” due to its ideal geographic location, Albany is a community where a strong work ethic, community pride, and many links to Oregon’s historical past have blended into a vibrant home for more than 53,000 residents. Located in both Linn and Benton counties, Albany is the second largest city in Benton County (pop. 93,000) and is the largest city and county seat of Linn County (pop. 118,000).

Situated along the Willamette River, the city is an easy drive to ocean beaches or snow-covered slopes. The state capital, Salem, is located 25 miles to the north, and the thriving Portland metropolitan area is only 70 miles north. Linn-Benton Community College, located within the city, offers general and technical education as well as vocational training and skills enhancements. Both Oregon State University and the University of Oregon are short drives away. A strong public-school district offers 14 elementary, 4 middle, and 2 high schools. As well, more than 14 private schools provide additional educational opportunities for area residents.

Residents are attracted by a high quality of life, abundant recreational opportunities, affordable housing prices, and reasonable cost-of-living factors. The Albany area enjoys quality libraries, museums, art galleries, community theatre, a variety of musical concerts, and sporting events. A total of 36 parks cover 801 acres within Albany.



Strong land-use planning, urban growth boundaries, and design requirements enable and encourage residents to live closer to where they work, shop, and play, thus helping to preserve the rural landscape of working farms, forests, open spaces, and natural areas.

The city of Albany has grown at a rate of 4 percent over the last five years. The ethnic and cultural diversity of Albany is on the rise, with Hispanic persons being the largest ethnic minority, followed by Asian, American Indian and Alaska Native, and African American. The city is committed to ensuring that all residents enjoy the high quality of life and advantage of living in a community like Albany, summarized in the City’s mission statement: “Providing quality public services for a better Albany community.”



THE CITY

The City of Albany is a value-oriented organization that emphasizes excellent customer relations and service. Albany is a home rule charter city that operates under the Council-Manager form of government. The Mayor is elected at-large to a two-year term. The six members of the City Council are elected to four-year overlapping terms. There are three wards within the city; each ward is represented by two Councilors. The City is further supported by a variety of volunteer citizen boards and commissions.

An appointed City Manager serves as the chief executive officer and provides direct oversight of all City departments. The City of Albany is a full-service city, currently employing 490 regular employees. The City has a \$345 million total budget and a general fund budget of \$87 million for the biennium.

THE DEPARTMENT

The Albany Police Department fulfills their mission of “Excellence through Service” and is visionary in preserving an equal partnership with the community while actively addressing issues of crime, safety, and livability. The department provides a wide range of services to the Albany community including patrol services, criminal investigations, computer forensics, bicycle patrol, K-9, dispatch and communications, community resource and education programs, school resource programs, code enforcement, SWAT, and more.



In 2018, the Police Department responded to 43,266 calls for service, with dispatching handled by the communications division in the department. The Police Chief has direct oversight of the department staff, including 62 sworn officers and 32 civilian employees. The department’s current biennial operating budget is roughly \$35 million, including \$3.1 million from a five-year Public Safety Levy. The department has completed an extensive initial accreditation process through the Commission on Accreditation for Law Enforcement Agencies (CALEA). The department will receive nationally recognized accreditation status in November 2019.

The department enjoys strong community support as demonstrated by consistent voter renewal of the Public Safety Levy. In 2015, the community also voted to pass an \$18 million public safety bond measure, which allowed the City to construct new police and fire facilities. A modern, high-performance, 40,400 square foot police facility opened in December 2017, and will efficiently support a growing community for many years to come. The department puts great emphasis on building strong community support through programs such as the annual Citizen’s Academy, Neighborhood Watch, National Night Out, Coffee with a Cop, and other community education programs.

THE POSITION

Under the direction of the City Manager, the Police Chief is responsible for providing leadership and management oversight to Police Department personnel and functions. The Chief also performs a variety of complex administrative, management, and professional work in planning, coordinating, and directing the activities of the Police Department in support of department’s operations, goals, and mission.



Other responsibilities include:

- Planning and implementing a law enforcement program for the City in order to carry out the policies and goals of City management and the Albany City Council. Reviewing department performance and effectiveness; formulating programs or policies to alleviate deficiencies.
- Ensuring department personnel receive adequate training on policies, procedures, goals and directives, and overseeing the accomplishment of required training.
- Managing and directing the implementation of the department's biennial budget.
- Handling grievances, maintaining departmental discipline, and managing the conduct and general behavior of assigned personnel.
- Develops and analyzes the Department's organizational structure and organizes major accountabilities and functions into effective and measurable units within this structure; ensures that personnel are deployed in shifts or working units that efficiently meet the community needs for police protection.
- Directs analyses of crime trends, traffic conditions, juvenile delinquency, vice and narcotics issues, white collar crime, and related community law enforcement concerns; implements appropriate actions to meet needs identified by these analyses and reports major issues and trends to the City Manager and City Council.
- In accordance with recognized accreditation standards, directs the development and maintenance of information systems, records and legal documents that provide for the proper evaluation, control, and documentation of police operations.
- Coordinates the department's activities with those of other city departments and offices to ensure a consistent approach towards common projects and interests; cooperates with county, state, and federal law enforcement agencies and officers, as appropriate, when activities of the department are involved.

OPPORTUNITIES & CHALLENGES

Organizational Diversity

The city of Albany has seen a growing base of ethnic diversity within the community. The Hispanic population of the city is currently estimated at 12.1 percent of the total population, followed by smaller communities of Asian, Native American, and African American residents. While the diversity within the Police Department has not kept pace with that of the community, the department has made progress through intentional recruitment and hiring practices. Between 2016 and 2018, the Albany Police Department has been able to hire and train one person identifying as a minority each year bringing the department ethnicity comparable to about 8 percent for employees identifying as Hispanic, and 10 percent overall. A bilingual pay provides an incentive for department personnel to become proficient in Spanish and is a step toward improving communications with the city's Hispanic residents. The department has been able to maintain an average of seven officers who participate in the bilingual incentive since 2016.

The new Chief must demonstrate continued leadership in developing programs designed to recruit and retain a police force that is reflective of the community it serves. In addition to continuing to improve outreach efforts to attract applicants from affected classes, the new Chief must ensure that the organizational culture welcomes and values diversity within the ranks. Ensuring that specific policies are in place and regular training is provided to all employees on gender and diversity-based issues.



Employee Relations

Providing a positive, supportive, and safe work environment that fosters employee participation, productive working relationships, open communication, and labor-management cooperation is a priority for the City. The Police Chief should have a thorough understanding of, and an appreciation for, the role of unions within the organization. The new Chief will set the tone for relationships within the department and will be expected to foster an environment of trust and good faith. The new Chief is expected to immediately establish positive relationships with employees at all levels. He or She must value the experience and contributions of employees throughout the organization and place a high value on the professional development of staff. The Chief must also be willing to mentor subordinates, share information, delegate decision-making when appropriate, and openly support staff members in their day-to-day activities. He or She must also communicate high standards for performance and be willing to hold individuals accountable for their individual actions and performance.

Budgetary Challenges

The new Chief must demonstrate significant leadership and guidance in maintaining a high level of service to the community even with shrinking budgetary and personnel resources. The City of Albany recently implemented a biennial budget. In year one, the police department's staffing was reduced by five positions including a lieutenant, two sworn officers, one police communications specialist, and a police clerk; and, in year two, another lieutenant and one sworn officer position will be frozen due to funding constraints. Additionally, equipment replacement line items have not been adequately funded in three out of the last four budget cycles. The City Council is currently evaluating ideas to cut costs and increase revenues to help offset these shortages.

Further Reducing Crime

The department is committed to the principles of community-oriented policing, and the new chief will be expected to ensure the successful continuation of that effort. The department utilizes a COMPSTAT model to evaluate crime trends and deploy personnel to reduce crime in the city. Since 2012, the Police Department reduced Part I crime by 26 percent; and in 2017, the crime rate dropped below the Oregon average for the first time. The new Chief will be required to be innovative and open minded to new ways to further reduce crime.

IDEAL CANDIDATE

Education & Experience:

The successful candidate will possess a minimum of a bachelor's degree in Criminal Justice, Public Administration, or a closely related field. A Master's degree is preferred along with advanced management education and training such as FBINA. Candidates should possess ten (10) or more years of progressively responsible law enforcement experience including at least five (5) years of command experience in a high-quality law enforcement agency. (An equivalent combination of education and experience that provides the required knowledge and skills will be considered.) The Chief must possess, or be eligible to possess, upon appointment, an Executive Certification from the Oregon Department of Public Safety Standards and Training. The new Chief will be expected to establish residency inside the city limits within six months of the date of hire.

Necessary Knowledge, Skills & Abilities:

- Preferred experience will include service in cities where crime prevention, strong community relations, and community-oriented policing concepts are utilized.
- A thorough knowledge of federal, state, and local laws and ordinances is necessary, as well as knowledge of principles and practices of modern police administration.
- Candidates should have extensive labor relations experience, advanced budget and fiscal management skills, extensive knowledge of law enforcement technology systems and a sound understanding of the development of tactical and strategic plans.
- The successful candidate will be expected to work collaboratively with other department directors as part of an executive leadership team and establish relationships and communicate directly with citizens, businesses, school and government officials, state and local law enforcement agencies, and others regarding the Police Department and its policies.
- The Police Chief will provide leadership in the implementation of forward-thinking public safety policies; be committed to community-oriented policing principles; ensure continued progress in all areas of crime prevention, education, and law enforcement; and have a track record of forming effective partnerships with business and neighborhood groups.

- The successful candidate will be an exceptionally qualified individual who exemplifies high standards of personal and professional conduct, possesses outstanding interpersonal, organizational, and leadership skills, and has expert communication skills.
- The new Chief will be expected to demonstrate and promote the highest standards of personal and professional conduct and will practice an open style of management and foster a positive working environment. A participative approach is required that is consistent with the City's mission and values as well as the Police Department's stated commitment to a better community, the highest service standards for citizens and members, and personal responsibility for individual performance.
- The new Chief should be knowledgeable of accreditation standards, professional standards, and best practices related to law enforcement and be committed to maintaining and furthering the professional standing of the department.
- The Police Chief must be able to work effectively as part of a team, be open, honest, and accessible, and possess a reputation as a firm, competent, and consistent manager. An unblemished record of ethical and professional conduct that can withstand intense public scrutiny is essential.
- The successful candidate will possess a balance between assertiveness and diplomacy, be a good listener, and be willing to discuss matters candidly and openly. He or She will be a person of imagination and vision and appreciate the city for its quality of life and the Police Department for its skilled and dedicated employees. He or She will be willing to take reasonable risks to guide the organization to new levels of achievement and will share the credit for successes with others.

COMPENSATION & BENEFITS

- **\$114,509 - \$143,124 DOQ**
- Medical, Dental, and Vision Insurance
- Life Insurance
- Long-Term Disability
- Oregon PERS
 - City Paid 6% Employee Contributions
- ICMA 401(a) Plan
- 457 Deferred Compensation Plan
- Flexible Spending Account
- Employee Assistance Program
- 10 Days' Vacation, Increasing with Longevity
- 8 Hours/Month Sick Leave
- 12 Paid Holidays
- Administrative Leave
- Bereavement Leave
- Education Incentive Program

Please visit:

www.cityofalbany.net

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www.cityofalbany.net/departments/police



The City of Albany is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **October 13, 2019** (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. 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

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