



WASHINGTON

POLICE CHIEF

UP TO \$123,252

*Plus Excellent Benefits
(Salary Under Review)*

Apply by
March 1, 2020
(open until filled)

PROTHMAN



THE COMMUNITY



Nestled on the shores of the Wenatchee River and Columbia River interchange and at the foothills of the Cascade Mountains, the City of East Wenatchee is surrounded by natural beauty, and

ample opportunities for an incredible quality of life that is perfect for families of all ages, and those who want to enjoy the conveniences and manageability of a smaller community with great people and a wonderful culture. Located in Douglas County Washington, East Wenatchee has an estimated population of 14,000 and covers 2,438 acres or 3.8 square miles. The natural beauty of the Wenatchee Valley provides a vivid backdrop to its diversified economy, where the quality of life is high, and the climate is moderate with four distinct seasons. The area has the best of the Northwest, without the rain.

The Wenatchee area is rated by National Geographic as one of the top 10 mountain towns in the U.S. and is an outdoor enthusiast's dream. Just a short 13 miles south, the Mission Ridge Ski and Board Resort holds 2,000 acres of skiable land, for downhill and cross-country skiing, snowboarding, terrain parks, lessons for all ages, and dining. In East Wenatchee during the warmer months, other popular activities include water sports such as boating on the Wenatchee and Columbia Rivers. The 10-mile Apple Capital Loop Trail hugs the Columbia riverfront and allows residents and visitors of both the City of West Wenatchee and the City of East Wenatchee to enjoy camping, swimming, biking, walking, and admiring the natural surroundings.



Other local recreational opportunities include golfing at the local Wenatchee Golf and Country Club, community soccer, tennis and baseball fields, children's parks, and an indoor YMCA Aquatics Center. Numerous other hiking and biking trails all add to the possibilities for outdoor recreation. The City of East Wenatchee is home to the Eastmont public school district for K-12. Outside of East Wenatchee, the Wenatchee Valley offers additional educational opportunities including public and private schools, and higher education opportunities at Wenatchee Valley College; a community college serving North Central Washington with two and four-year degree options. For those looking to stay inside, the City is surrounded by a number of cultural activities, theaters, music venues, museums, a public market, and commercial shopping and dining options at the Wenatchee Valley Mall. The Wenatchee Valley is well known for its bountiful orchards and vineyards that produce fruits and wines that get shared across the world, however these homegrown treasures can still be found at local fruit markets and fruit stands!

THE CITY

Incorporated in 1935, the City of East Wenatchee is a full-service city with an exceptional workforce of approximately 49.5 employees; 23 of which are in the police department. The City has a 2020 budget of \$22.6 million. The City Departments include: City Attorney, City Clerk, Community Development, Events, Human Resources, Police, public Records, Public Works, Treasurer, and Building.

East Wenatchee operates under the strong Mayor form of government with the seven-member City Council elected at large, each serving overlapping, four-year terms. The Mayor is elected by the voters and is the chief executive and administrative officer of the city.

THE DEPARTMENT

Operating on a 2020 budget of approximately \$3.5 million, the East Wenatchee Police Department is a Municipal, full service, community-oriented department that offers a variety of investigative, preventative, and community policing programs to both protect and serve the residents of East Wenatchee in the most effective manner. The Police Department is the largest City department, and is organized into three divisions including Patrol, Investigations, and Records.

The East Wenatchee Police Department consists of twenty-one sworn positions including a Chief, Assistant Chief, four Patrol Sergeants, three Detectives, and twelve Patrol Officers. Three non-sworn positions include one Administrative Assistant, and two Records. The Department also has two Officers on the Douglas County Special Response Team, and one Detective assigned to the Columbia River Drug Task Force. The department is on a mission of providing community-oriented policing services to the City and responds to roughly 7,200 calls per year. Housing of prisoners is provided by the Chelan County Regional Justice Center (CCRJC) and the Okanogan County Jail (OCJ) under inter-local agreements.

THE POSITION

Serving under the direction of the Mayor, the Police Chief plans, organizes, and directs police activities of the City including emergency management, patrol, investigations, communications, records and prosecution, enforcement of laws and municipal codes, protection of life and property, and preservation of order.



Other responsibilities include:

- Provides executive direction to Command Staff and other selected staff to ensure that department goals and objectives are met.
- Directs Department administrative activities including personnel, budgeting, capital expenditures, development of annual plans and objectives, and long-range planning to provide optimum support for the Department's ongoing operations.
- Ensures the effectiveness of department personnel in performing their assigned duties through hiring, supervising, evaluating, and training staff.
- Develops and maintains the Department's relationships with other City departments, City Council and other law enforcement agencies.
- Performs a variety of community relations activities to establish and maintain an effective public image and communication network for the Department.
- Provides emergency direction to police operations as required and serves as the City's Emergency Management Director.
- Serves in an executive, supervisory and administrative law enforcement capacity.
- Responsible for directing personnel, programs, and services with a primary focus on employee and citizen safety, protection of life and property, law enforcement, crime prevention, and development of positive relations with the public and various interest groups.

- Oversees patrol and detective divisions, neighborhood resource team, records bureau, dispatch, parking enforcement, and a shared role in the regional drug task force.
- Ensures strict adherence to safety policies, procedures, and regulations.
- Provides leadership, direction, focus, and support in development and implementation of short- and long-term plans, programs, and policies to achieve goals and ensure regulatory compliance.
- Provides guidance to leadership in development and implementation of operational policies.
- Evaluates impacts of long-range planning, introduction of new programs and regulatory action.
- Establishes and maintains positive customer and community relations. Relates to, attends meetings with, and supports and gathers information from a wide range of community groups and public. Responds to inquiries. Takes corrective action and deals with emergency as required.
- Develops, presents, and administers the department budget. Approves, monitors, and maintains expenditures within budget guidelines. Uses resources effectively.
- Seeks grant sources, completes applications, and administers awards per regulations.
- Participates in labor negotiations, union contract administration, and grievance issues.
- Participates in and/or oversees the employment process including hiring, probationary periods, promotional opportunities, and training programs. Assigns, trains, supervises, and evaluates work of staff and ensures direct reports do the same. Ensures performance evaluations are conducted as required to guide development of employees and provide a record of performance. Initiates, documents, and implements disciplinary actions as approved.
- Makes regular presentations to service clubs, schools, churches, and other public gatherings to inform, educate, and provide answers to general questions or criticisms. Establishes and participates in committee work and advisory groups to understand community needs and communicate activities.
- Analyzes and evaluates data, prepares reports and correspondence on department activity and performance and ensures compliance with Municipal, State and Federal laws, ordinances, and codes. Takes corrective action. Stays abreast of court cases that may affect compliance initiatives.

IDEAL CANDIDATE

Education and Experience:

A Bachelor's degree in Criminal Justice, Police Administration, Business Administration, or a closely related field, and a minimum of 12 years of law enforcement experience, with a minimum of 3 to 5 years of law enforcement management and supervisory experience is required. Candidates must have a valid Washington State driver's license or the ability to obtain one prior to employment. Completion of the F.B.I National Academy or the Northwest Law Enforcement Executive Command College at time of appointment, and graduation from a senior command/leadership program is highly desirable.

Necessary Knowledge, Skills and Abilities:

- The ability to develop solid partnerships with allied and supporting agencies.
- Thorough knowledge of the principles and practices of modern law enforcement administration, personnel supervision and development, public safety planning and organization, and budget administration.
- Knowledge of accreditation processes. The City desires to be accredited through the Washington Association of Sheriffs and Police Chiefs.
- Experience dealing constructively with conflict and developing consensus, including the ability to identify and repair internal working relationships, and a willingness to confront and resolve issues.
- Possesses cultural competence relative to the community demographic.
- Solid understanding of police practices, holding self and others accountable for best practices within the organization.
- The ideal candidate will have an outgoing personality and a willingness to engage the community, promoting improved relationships.
- Willingness and ability to embrace a team approach to City issues.
- An in-depth understanding of strategic planning. The next Chief may have the opportunity to help plan and see a new police facility completed during their tenure.
- Ability to develop and maintain a department budget.

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

COMPENSATION & BENEFITS

- **Up to \$123,252 DOQ**
- Medical, Dental w/ Orthodontia, Vision, Long-Term Disability (100% Paid for Employee and One Dependent)
- \$50,000 Life Insurance
- 12 Days of Vacation
- 96 Hours of Sick Leave
- 7 Paid Holidays
- 4 Paid Personal Holidays
- Washington State LEOFF Retirement Plan
- Employee Assistance Program
- Cafeteria Plan 125
- Optional VEBA
- Employees Receive an Additional 1% Longevity Pay Every 5 Years, to a 6% Maximum



Please visit:
www.east-wenatchee.com

The City of East Wenatchee is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **March 1, 2020** (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

www.prothman.com

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