



## CITY OF TOPPENISH



*"Where the West Still Lives"*

**Washington**

## POLICE CHIEF

**\$86,076 - \$111,888**

*New Increased Salary!  
Plus Excellent Benefits*

Apply by  
**June 20, 2021**  
(First Review, Open Until Filled)

**PROTHMAN**



## TOPPENISH, WASHINGTON



Incorporated in 1907, the City of Toppenish is located in the agricultural center of the fertile Yakima Valley and is the largest city on the

Yakama Indian Reservation. Home to 9,010 residents, Toppenish is a premier place to live, work and play, offering beautiful weather, a low cost of living, and a strong sense of community. Separated from Seattle and Portland by the Cascade Mountains and from Spokane by the Columbia River, a stretch of farmland and rolling hills, the Yakima Valley region has been the cultural, business, educational, and governmental focal point of the Central Washington region since it was founded more than 125 years ago. Toppenish has preserved its beginnings as a rugged western town through restoration and beautification efforts that make it a popular tourist attraction today. Efforts include 76 historically related murals about Toppenish painted throughout the city, which has led Toppenish to being known as the “City of Murals”. Toppenish is home to three unique museums including: the American Hop Museum - the only one of its kind in the entire country; the Yakima Valley Rail & Steam Museum inside the beautifully restored Toppenish Depot; and the Yakama Nation Cultural Center, which boasts one of the finest Native American displays in the country. Sitting amid agricultural fields, livestock, orchards, vineyards and hop yards, Toppenish is about two miles from the south bank of Yakima River where residents and visitors enjoy fishing, boating, rafting, picnicking, and much more. With warm summers, cool winters, and four distinct seasons, Toppenish boasts 300 days of sunshine per year. The region offers top quality golf courses including the Mount Adams and Apple Tree Golf Courses along with public golfing at Sun Tides Golf Course, and two community golf courses, Westwood and Fisher Golf Courses. The Yakima Valley is also well known throughout the State as the heart of the Northwest craft beverage scene, and also offers award winning wines and wine country tours. For those looking to explore beyond Toppenish, the Yakima Regional Airport is an easy 20-minute drive away. In addition, Seattle, Spokane, and Portland are each roughly two and a half hours away, and a 60-minute drive from Toppenish will bring you to the foot of two spectacular mountain passes, White Pass and Chinook Pass.



### THE CITY

The City of Toppenish operates under the Council-Manager form of government. The City's seven Councilmembers, elected to staggered 4-year terms, hire the City Manager who serves as the chief executive officer for the City. Councilmembers select a Mayor from among the council body to serve as the Mayor for a 2-year term. The City Manager sees that all policies set by the City Council are carried out, hires personnel, enforces city laws, prepares the annual budget, and supervises the City's daily operations. The City operates with 54 FTEs from 6 departments including Administrative Services, Community Television, Fire, Police, Public Works, and Recreation and Aquatics on a 2021 budget of \$37.2 million.

### THE DEPARTMENT & POSITION

The Toppenish Police Department provides a wide range of services on behalf of the Toppenish community including citizen outreach, collaboration with schools and the Yakama Nation Police, crime prevention programs such as our Community Safety Network as well as investigating major felony crimes. The public and the police work together to ensure the overall safety of the community. This partnership is critical in maintaining the City of Toppenish's high quality of life and allowing the Toppenish Police Department to proactively respond to emerging issues confronting the community.

Divisions of Toppenish's police department include: Administration, Patrol Operations, Investigations, Communications, and Animal Control. The department has 20 FTEs and operates on a 2021 budget of \$2.3 million. The Police Department responds to approximately 5000 calls for service each year. (\*2019: 5165 calls/pre-COVID; 2020: 4758 calls/during COVID).

In addition to primary assignments, the Department provides Officers the opportunity to become certified Instructors in Defensive Tactics, Emergency Vehicle Operations, Firearms, Police Training, and Less Lethal Weapons. Various units, teams, and programs include Traffic, Investigations, and Field Training.

Under the direction of the City Manager, the Police Chief plans, directs, manages, and oversees the activities and operations of the Police Department, including the Operations Division, the Patrol Division, Services Division and Communication Division, all as specified in the Standard Operating Procedure of the Police Department. For a full job description, please view the attachment found [here](#).



## OPPORTUNITIES & CHALLENGES

**1. Retrocession:** Retrocession as it applies to law enforcement impacts the criminal jurisdiction of state and local law enforcement in regard to native Americans. Retrocession cedes criminal jurisdiction involving native Americans to the Federal government, in some instances. Retrocession presents unique challenges for the City of Toppenish; however, the Toppenish Police Department works closely with the Yakama Nation Tribal Police to address those challenges. Toppenish partners with Yakama Tribal Police and has a good working relationship with TPD officers. Back up is reciprocated with both agencies, and if a criminal matter occurs within the City of Toppenish that falls under tribal jurisdiction, Yakama Nation officers respond and take over the investigation.

**2. Community Relationships and Policing:** The Department prides itself in providing and cultivating proactive, personable services. The Toppenish Police Department embraces an open relationship with its citizens, neighboring police departments, tribal police departments and government organizations. The Toppenish Police Department will continue to strive to meet the needs of the community and enforce laws in a uniform and fair manner to preserve and maintain the safety of our neighborhoods, schools, and businesses.

**3. Quality Hires and Training:** The new Chief will need to focus on hiring quality officers while ensuring retention of those already in the department. Additionally, the next Chief will continue to ensure current and future officers are trained and up to date on policing best practices.

## IDEAL CANDIDATE

### Education and Experience:

A bachelor's degree in criminal justice administration, public administration, police science, or a related field and seven (7) years of progressively responsible law enforcement experience as a commissioned officer, including five (5) years in senior law enforcement management is required. Advanced law enforcement training from the FBI National Academy, Executive Command College, or other advanced/executive training is preferred. The selected candidate must be a graduate of a Washington State Basic Law Enforcement Academy or equivalent.

If certification has experience or is from out of state, the selected candidate must attend and complete the Washington State Equivalency Academy within six (6) months of hire. Candidate must also possess a valid Washington State Driver's License within two months of employment.

In place of the above requirements, any combination of relevant education and experience which clearly demonstrates the knowledge, skill, and ability to perform the essential functions of the job will be considered.

#### **Necessary Knowledge, Skills and Abilities:**

- The ideal candidate is a skilled leader with excellent oral and written communication skills who is comfortable speaking to various groups, elected officials, neighborhood/community groups, and the media.
- Familiarity with the operational and policy issues associated with a medium-size law enforcement agency.
- The successful candidate must actively maintain and further develop positive relationships with the community, have a can-do attitude, an appropriate sense of humor, and be approachable.
- Knowledge of contemporary policing and staffing methods in a high-performing department.
- Ability to provide high-level management to the Department, including regular, inclusive communication to all Police Department members
- Ability to show support for all employees including command staff, uniformed staff, non-commissioned staff, local bargaining unit leadership, and members of other city departments.
- Proven hands-on leadership, integrity, and accountability.
- Skill in delegating assignments and maintaining accountability across the organization.

- Experience with team building and staff development, particularly with the captain and supervisors. Ability to build a functional and cohesive team with measurable outcomes that align with Toppenish's values.
- A commitment to innovative policing practices.
- Ability to make timely and informed decisions.

#### **COMPENSATION & BENEFITS**

- **\$86,076 - \$111,888 DOQ**
- AWC Medical, Dental and Vision (100% Employee Medical)
- \$20,000 Life Insurance Policy
- 11 Holidays and 1 Floating Holiday
- 16.67 Vacation Hours Monthly Accrual with 80 Hours Cash Out (\$4,303 Annually)
- 12 Sick Days Per Year
- Optional Deferred Compensation Plan
- LEOFF Retirement
- 2% Deferred Compensation at Top Step (\$2,238 Annually)
- Longevity Pay (\$2,040 After Year Two)

**For more information,  
please visit:  
[www.cityoftoppenish.us](http://www.cityoftoppenish.us)**

#### **CITY OF TOPPENISH**



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The City of Toppenish is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **June 20, 2021** (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 "**Open Recruitments**", select "**City of Toppenish, WA – Police Chief**", and click "**Apply Online**", or click [here](#).

**PROTHMAN**

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

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