

SATSUMA POLICE CHIEF REQUIREMENTS

This is a management position directing all functions and operations of a Police Department in the enforcement of laws and ordinances, the prevention of crime, and protection of life and property.

Examples of Work:

The CHIEF is a Department Head and is responsible for the planning, direction and control of all activities of the police department. The CHIEF works with much independence, however, and reports to and consults with the Mayor and Public Safety Committee of the City Council in determining major policies. The CHIEF is also required to attend all Council Meetings and report to the Council on Department activities when requested. Supervision by the CHIEF is exercised over the police department supervisors, officers and civilian personnel.

- Expected 40 hour work week (Schedule subject to change depending on job requirements)
- The CHIEF is responsible for directing the activities of the police department supervisors and officers and other civilian personnel
- Manages the day to day operations of a police department
- Oversees the operations of detention facilities
- Investigates complaints against department personnel
- Coordinates with emergency management personnel on evacuation, recovery, and re-entry plans
- Develops and administers grants
- Responds to calls for service to assist other department personnel
- Consults with the Public Safety Chairman, Mayor, or City Council in formulating departmental policies and regulations
- Prepares reports on departmental activities and supervises others in the preparation of reports
- Controls expenditures of departmental appropriations
- Review and approve departmental budget before submission to the Mayor and Council
- Prepares and presents budget estimates
- Directs and participates in training of members of police force in police procedures, duties and use of equipment
- Assigns equipment to department staff
- Maintains cooperative working relationships with other law enforcement agencies
- Maintains constant surveillance of criminal and traffic reports in addition to activity reports
- Represents the Police Department in all significant public relations matters
- Attend various civic meetings, council meetings and community events
- Attends and/or holds meetings with supervisory staff personnel
- Develops operational guidelines and policy
- Oversees a personnel management system
- Reviews completed work, records and reports of subordinates for accuracy
- Performs Employee evaluations as required and recommends salary and promotional advancements
- Schedules work and activities of personnel
- Promotes community policing techniques and public relations
- Interview and make recommendations for hiring of new officers to Mayor
- Performs related work as required, that may not be listed above

Minimum Qualification Requirements:

- Candidate must hold current Certifications with Alabama Peace Officers Standards and Training Commission and be in good standing with said Commission
- Candidate shall have a minimum of 10 years consecutive experience as a Police Officer
- Candidate shall have a minimum of 5 years of experience in a Supervisory position within a Police Agency
- Graduation from a standard senior high school, or the successful completion of the General Educational Development (GED) test, supplemented by two years of college level course work in police administration and law enforcement
- In lieu of college coursework, a combination of education and on the job experience equivalent to the above requirements will be considered.
- Graduation from FBI National Academy is preferred, but not required.
- Candidate shall agree to Criminal Background Check
- Successful Candidates are subject to Credit History Check at any time during interview process.

Essential Requirements of the Work:

- Comprehensive knowledge of the principles and practices of modern police administration
- Comprehensive knowledge of the principles and accepted good practices and procedures of police science and administration, organization and operation
- Comprehensive knowledge of the use of all police records and their application to the solution of police problems
- Thorough knowledge of the standards by which the quality of police service is evaluated
- Ability to command respect of officers and to assign, direct and supervise their work
- Ability to express ideas clearly and concisely both orally and in writing
- Ability to prepare and supervise the preparation of clear, accurate and comprehensive recommendations and reports
- Ability to establish and maintain effective working relationships with public officials, other City employees, and the general public
- Membership in the Alabama Police Chief's Association upon accepting position
- Membership in the Mobile County Chief's Association upon accepting position

Distinguishing Features of the Work:

The Police Chief is responsible for the planning, direction and control of all activities of a Police Department. The Police Chief reports to and consults with the Public Safety Chairman, Mayor, or City Council in determining plans and policies to be observed in police operations.

Salary/Benefits:

Salary range is \$ 57,000.00- \$67,000.00 depending on qualifications and experience and will receive city benefits and vehicle.

Working Test Period (WTP):

1 YEAR Probationary period applies