

TOWN OF MOUNT GILEAD (pop. 1100) – CHIEF OF POLICE

Dynamic Policing Opportunity

With the announced retirement of our 7-year tenured Police Chief, the Town of Mount Gilead is currently accepting applications for the position of Police Chief. The Mount Gilead Police Department is a strong department with a dedicated staff. The new Police Chief will be tasked to build upon the sound established foundation and cast a vision for taking the Department to another level of excellence. The ability to move the department forward with innovation is a non-negotiable for this position hire. The Police Department and Chief contributes greatly to the social and economic well-being of our community by working in partnership with all citizens to keep Mount Gilead a safe place to live and work while performing significant supervisory duties, difficult supervisory law enforcement work and a wide range of general and specialized law enforcement duties.

Distinguishing Features of the Position

The Chief of Police for Mount Gilead directs the law enforcement program of the Town. Work includes the responsibility for the protection of life and property through a varied program of enforcement, detection and prevention of crime and accidents. Work also involves a full managerial and supervisory role including the establishment of operations and policy, evaluation and adherence to prescribed standards, and planning for and implementing special law enforcement activities. Work also includes preparing special State, federal and local reports, analyzing crime and accident trends; cooperating with other law enforcement agencies, preparing and managing a budget and supervising all department personnel. Work is performed in accordance with departmental policy and State and federal law. The employee is subject to hazards associated with law enforcement including working in both inside and outside environments, in extreme cold weather, and exposure to various hazards such as proximity to moving mechanical parts and electrical current. Employee is also exposed to blood borne pathogens. Work is performed under the general direction of the Town Manager and is evaluated through observation, discussion and review of reports, and through an appraisal of the general effectiveness of departmental operations.

Duties and Responsibilities

- Performs all administrative functions to include strategically planning the departmental goals and objectives from a long/short term perspective; projects and develops budgetary needs for the department and provides a justification to management; monitors monthly budget.
- Recruits, selects, and oversees the training of personnel for the department; advises, directs, and consults with subordinate officers on matters of training, work assignments, scheduling, and discipline.
- Supervises the preparation of periodic reports of crime and accident activity and police department activities; and analyzes data for trends.
- Works with the public on difficult or unusual crime situations; cooperates with other law enforcement agencies in crime prevention, detection, and investigative activities.
- Receives and acts upon inquiries or complaints from the public concerning police activities and services.
- Supervises internal personnel investigations; establishes policies, procedures and operations; sets priorities; evaluates the department and its personnel.
- Advises the Town Manager and Town Council on various law enforcement issues.
- Plans, researches and procures necessary technology for modern and effective law enforcement.
- Participates in law enforcement activities as needed including the investigation of crime and the response to calls for assistance.
- Takes a lead role in directing police activity at major crime scenes; spot checks routine patrol areas and observes traffic situations to assist in monitoring effectiveness of operations.
- Represent the Police Department and the Town in presentations and speeches to civic and volunteer organizations; makes press releases and is interviewed by the media.
- Performs additional duties as required.

Knowledge, Skills and Abilities

- Thorough knowledge of law enforcement principles, practices, methods, and equipment.
- Considerable knowledge of state and federal laws, local ordinances and policies of the police department.
- Thorough knowledge of the physical, economic, and social characteristics of the Town.
- Considerable knowledge of modern and effective management and supervisory principles and practices including motivation, communications, leadership, conflict resolution, and performance coaching and evaluation.
- Thorough knowledge of the Town's personnel, purchasing, and budgeting policies and procedures.
- Considerable knowledge of the application of information technology to law enforcement management.
- Considerable knowledge of the personnel laws and regulations.
- Skill in collaborative conflict resolution.
- Skill in the use of firearms and other police equipment and in the application of self-defense tactics.
- Ability to effectively and efficiently manage a department including all related administrative and supervisory functions including personnel and budget administration.
- Ability to establish authority and to lead and inspire confidence among subordinate officers.
- Ability to act with sound judgment in routine and emergency situations.
- Ability to plan and direct special programs and events related to law enforcement.
- Ability to build and maintain cooperative and effective public relations with the community.

Physical Requirements

- Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, manual dexterity, grasping, talking, hearing, and perform repetitive motions.
- Must be able to perform administrative and police work required the employee to exert up to 50 pounds of force occasionally, 20 pounds of force frequently, and 10 pounds of force constantly.
- Must possess the visual acuity to perform extensive reading and administrative and computer work.

Minimum Education and Experience

- Graduation from an accredited BLET program or college with an associate's degree or above in criminal justice or police science.
- All education should be supplemented by advanced course work in police administration, policy and procedures.
- All candidates should have considerable managerial and supervisory experience of a progressively responsible nature in law enforcement work; or an equivalent combination of training and experience and must have experience at a senior management level position, with a proven track record for analyzing crime data, and implementing strategies that effectively manage and reduce crime trends.

Special Requirements

Possession of a valid North Carolina driver's license and completion of the minimum requirements established by the North Carolina Justice Training and Standards Council for certified law enforcement officers.

Compensation and Benefits

The starting salary range is **\$50,000 - \$56,000**, depending on the candidate's qualifications and experience. A negotiable Police benefits package, as well as, health, dental, and vision insurance, and enrollment in the NC retirement program.

Application and Selection Process

For a full job description visit our web site at: www.mtgileadnc.com

This position is open until filled; however, the Town of Mount Gilead invites all visionary, innovative, forward thinking law enforcement professionals to submit a cover letter (with a vision outline), resume, employment history and salary requirements by **Tuesday, June 21, 2022**, to:

Town of Mount Gilead
Attn. David E Smith, Town Manager
110 West Allenton Street
Mount Gilead, NC 27306
Or electronically at: manager@mtgileadnc.com

Following this date, resumes will be screened by the Mount Gilead Police Advisory Committee. Final interviews will be offered by the Town to those candidates named as finalist, with reference, background, credit, and academic verifications conducted after receiving candidates' permission.

