

THE CITY OF KENT POLICE DEPARTMENT
RECRUITMENT ANNOUNCEMENT:

CORRECTIONS COMMANDER

\$121,968 - 148,776 DOQ

Plus Excellent Benefits Package

*Application materials due by
Monday, April 10, 2023 at 5 p.m.*



KPD MISSION STATEMENT:

**WE'RE COMMITTED TO PROTECTING AND CARING FOR OUR COMMUNITY BY PROVIDING
QUALITY POLICE SERVICE AND BEING ADAPTABLE TO THE NEEDS OF OUR DIVERSE CITY.**

The City of Kent Police Department is seeking candidates for the position of Corrections Commander. The successful applicant will have a proven record of integrity, strong leadership, with knowledge of modern corrections practices that will foster a progressive and compassionate environment.

COMMUNITY PROFILE

The sixth-largest city in the State of Washington and the third largest in King County, the City of Kent is a community where people choose to live, and businesses change the world. Kent lies in the heart of the Seattle-Tacoma metroplex, just a few miles from SeaTac International Airport. The city of 34 square miles and close to 138,000 residents is at the center of a burgeoning tech and space industry anchored by companies including Blue Origin, Boeing, Hexcel, and Exotic Metals. Kent is central to all that the Pacific Northwest has to offer, including

Mount Rainier and Olympic National Park, the San Juan Islands, a rugged coastline, world-class salmon fishing, the Seahawks NFL team, the Mariners MLB team, and the Kraken NHL team, world-class skiing, regional wineries, and breweries, and some of the best hiking trails on the planet. With easy access to I-5 and Highway 167, as well as a commuter rail stop a block from City Hall as well as two light rail stations currently under construction, getting to all the amazing amenities of the Pacific Northwest could not be easier.





**KENT
CORRECTIONS**
SERVICE • PROFESSIONALISM • INTEGRITY

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KENT POLICE DEPARTMENT

The Kent Police Department is a full-service police organization with 166 sworn personnel and 62 non-sworn positions. The annual operational budget is approximately \$57 million. To accomplish the department's mission of "we are committed to protecting and caring for our community by providing quality police service and being adaptable to the needs of our diverse city", our officers adhere to the values of Service, Professionalism, and Integrity as they work to deliver the highest level of law enforcement service to the Kent Community.

KENT CORRECTIONS FACILITY

The City of Kent Correction Facility, (CKCF) is in the Support Services Division of the Kent Police Department and is overseen by the Assistant Chief of Support Services. The jail houses misdemeanor offenders arrested by Kent police officers and contracts with Federal Way Police Department to house some of their offenders.

The facility opened in 1986 with just 48 beds and in 1991 expanded to 96 beds, by double bunking the cells. Prior to the Covid-19 Pandemic the jail had an average population of over 120 inmates, which included offenders serving on programs, home detention, work release and work crew. Today the jail has an average population of 67 inmates and continues to expand the booking and programing criteria as our community regains normalcy.

The City of Kent Corrections Facility employs 28 staff members, which includes, one commander, six sergeants, twenty officers and one civilian. In addition, we have six staff members who are contracted to provide inmate medical services and food preparation. The Jail's annual operating budget is \$6.5 million dollars.

The City of Kent Corrections Facility first became accredited in 2017 through The Washington Association of Sheriffs and Police Chiefs (WASPC). Kent was the first city agency in Washington to be recognized as dual accredited by successfully completing the accreditation requirement for both Police Operations and Jail Management. The Corrections Facility obtained re-accreditation in 2021 and the Police Department is on track for re-accreditation in 2023.

The Jail partners with several community members from local churches, Alcoholics Anonymous and Narcotics Anonymous to offer support and services to offenders. We also offer reentry programs for individuals leaving our jail who have behavioral health conditions and need assistance getting connected to community resources.

CITY GOVERNMENT

The City of Kent operates under a "strong mayor" form of government in which the Mayor works full-time as the leader of the organization. Mayor Dana Ralph was recently elected to a second term, which runs through 2025. She has the sole discretion to appoint the City's Executive Leadership Team and works with department directors — through the organization's Chief Administrative Officer — to develop policy, programs, and services to benefit Kent residents and businesses. She is also responsible for preparing and transmitting the City's budgets. In addition to the Mayor, Kent residents elect seven City Council members who serve at large for four-year terms. Kent employs a team of approximately 684 benefited employees and 230 temporary positions working with \$677 million biennial operating and capital budgets.

Visit [KentWA.gov](https://www.kentwa.gov) for more information about our city.





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POSITION PROFILE

The Corrections Commander works under the direction of the Support Services Assistant Chief to oversee the day-to-day functions and operations of the jail as well as other assigned duties. Those duties may include contract implementation, staff training, program development, policy and procedure oversight, schedule management, budget oversight, coordination of hiring, evaluations of personnel, labor relations, conflict resolution, facility maintenance coordination oversight of applicable laws, codes, and regulation. The jail commander will also oversee contract employees and work to assure the safety, security, and legal rights of the inmate population.

CANDIDATE PROFILE

The City of Kent Police Department is seeking a Jail Commander who is a strong, decisive individual that demonstrates a clear command presence balanced with well-developed interpersonal skills. Given the unique nature of this position, the Jail Commander must place a high premium on modern correctional practices, labor relations, and constitutional rights of inmates. The successful candidate will lead by example, setting the tone of honest, ethical behavior, and demonstrating integrity beyond reproach. The Jail Commander plays an integral role of building strong relationships both internally and externally in our department and community.

The Jail Commander must be a good listener, skilled communicator, and team builder. They will represent the department on a variety of platforms. The Jail Commander must be a proactive and energetic participant in these endeavors and provide strategic input from the corrections facility's perspective. They must be a highly skilled leader and manager of people to maintain a cohesive work environment of tenured employees. They must have the ability to identify and analyze issues, prioritize tasks, and develop alternative solutions, as well as evaluate courses of action and reach logical conclusions. The Jail Commander must be able to handle personnel and inmate issues in a timely, fair, and consistent manner and generate a feeling of respect for others throughout the department.



EXPERIENCE AND EDUCATION

Experience:

Served satisfactorily as a Corrections Sergeant or equivalent for 36-months with a municipal, county, state, or federal agency. However, successful completion of course work in corrections, sociology, criminal justice or related subjects at an accredited college or university (equivalent of 90-quarter hours) may be substituted for up to one year of experience at the rank of Sergeant based on the Chief of Police's evaluation.

License:

Washington State Driver's license or obtain within 30-day of employment.

Driver's Record:

Must pass the City's pre-employment driver's records check

Certification:

Washington Crime Information Center (WASIC) certification or obtain within 3-months of employment

Rules:

Position in this class must meet Civil Service Rules and Regulations



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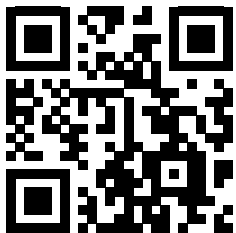
COMPENSATION & BENEFITS

The Corrections Commander has an annual salary range of \$121,968 - \$148,776. The City also offers an attractive benefits package including:

- WA State PSERS retirement
- 457 Deferred Comp
- Medical, dental, vision, flexible spending account
- Life, & AD&D
- Sick leave
- Vacation
- Yearly Management Benefits
- 11-paid holidays
- Accreditation Incentive
- Longevity Premiums
- Education Incentive
- Up to 3 days of bereavement leave, if applicable
- Employee Assistance Program (EAP)



APPLICATION PROCESS & DEADLINE



Scan the QR code to
jobs.KentWA.gov
and apply today!

A cover letter and resume are required with your online application in order for your application to be considered complete. Uploading your resume to auto-fill portions of the application does not automatically attach it to your application. Incomplete applications will not be considered for this position. Please note that you cannot attach documents to your application after it has been submitted. If you have any questions or concerns regarding your online application, please call our office at 253-856-5270 and we will do our best to assist you. **Materials are due by 5:00 PM on Monday, April 10, 2023.**

Questions: Contact Diane McCuiston, Corrections Commander
Phone: 253-856-5964 Email: DMcCuiston@KentWA.gov

Please do not contact the police department employees with inquiries about this position. The City of Kent is an Equal Opportunity Employer. The City prohibits discrimination against any individual regarding hiring, promotion, discipline, or other employment practices. Everyone is treated equally regardless of age, gender, race, creed, color, national origin, sexual orientation, the presence of any physical, mental, or sensory disability marital or veteran status, or any other basis that is protected by local, state, or federal law.