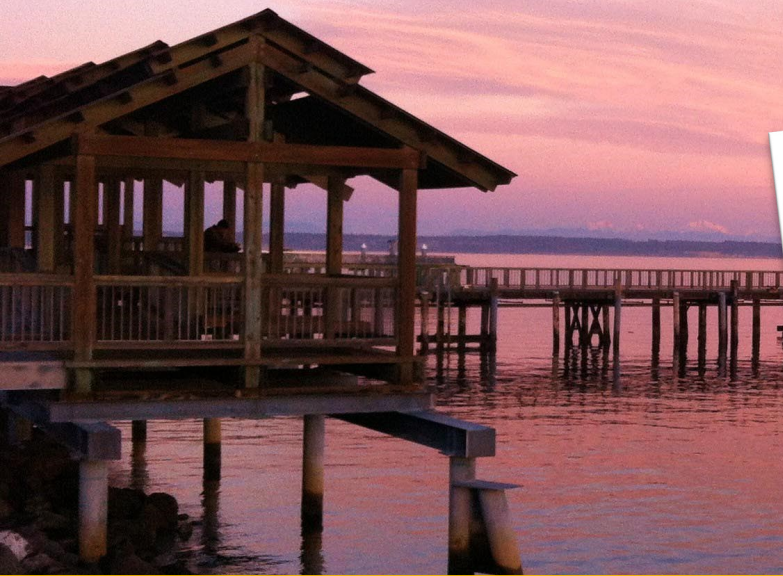




CITY OF PORT TOWNSEND POLICE DEPARTMENT  
**POLICE CHIEF**

**Application Review Begins: November 18, 2020**





## PORT TOWNSEND COMMUNITY

**Port Townsend is a charming Victorian seaport on the Olympic Peninsula, located approximately two hours from Seattle.**

Founded in 1851, the City has maintained its historic character while embracing a modern, creative culture. The town's 9,500 residents enjoy spectacular views of the water and mountains. Port Townsend's natural beauty and access to Fort Worden State Park and Conference Center, Olympic National Park, beaches and rain forests attracts over a million visitors each year.

## ORGANIZATION

The City provides comprehensive municipal services including law enforcement, water treatment and distribution, stormwater management, wastewater and biosolids treatment, planning, permitting, building inspection, engineering, streets maintenance, parks, trails, pool and library. Fire/EMS and electricity are provided by special districts. The leadership team and staff are capable and work well together. There are 113 full time equivalents and the majority of the workforce is represented by Teamsters Local 589 in two bargaining units. The City has an effective working relationship with Teamsters.

**\$28.6M Operating Budget - \$10.4M General Fund - \$4.9M Capital**





## From the Community:

*"Officers exemplified all of our organization's core values including exceptional teamwork, clear communication, proactive problem-solving, and the highest quality customer service. Thanks to the efforts of the PT Police Department we were able to ensure a safe, respectful, and fun concert environment for all visitors and community members."*



## WORKING HERE

**The department handles approximately 10,000 calls for service each year.** Between incidents, officers enjoy time to pursue special projects, manage professional growth, and interact with residents, business owners and visitors. The department's 15 commissioned officers and 4 support staff members maintain strong partnerships with area law enforcement agencies, fire departments, hospital staff, and mental health officials.



## DEPARTMENT ACHIEVEMENTS

**In the past five years, the Port Townsend Police Department has developed strong relationships with our community partners.** These partnerships are critical in maintaining the high quality of life in our City. The Department prides itself in excellent customer service and a low crime rate. This is due to the professionalism and training of our officers and their dedication to quality of life in our community.

## STRATEGIC GOALS

**In 2021, Port Townsend Police Department aims to become a Washington state-accredited police agency.** Approximately 20% of law enforcement agencies in the State of Washington have met this challenge. The new Police Chief will have the opportunity to develop a strategic plan that clearly states the Department's strategy to meet the needs and challenges of the next 3-5 years.





## IDEAL CANDIDATE

**The Police Chief will provide steady leadership to navigate the unprecedented societal changes transforming law enforcement and will facilitate social justice, equity and inclusion efforts.**

The Police Chief is a key member of the City's management team and is responsible for the overall leadership and supervision of the Police Department. The Police Chief will be expected to develop performance management accountability and to continue to encourage the department's exceptional standards for community engagement and customer service.

The Police Chief plays a critical role within City leadership to connect the goals of the City with the day-to-day public safety work of the Police Department. The successful candidate will be a consistent and dedicated leader with a collaborative management style who builds relationships with stakeholders, the community and residents through positive outreach efforts.

The new Police Chief will be an excellent communicator within the organization and throughout the community. The successful candidate will have good listening skills and the ability to communicate effectively with a wide variety of audiences. Superior technical knowledge of professional best practices and emerging trends in the field of public safety, including 21st century policing, is essential.

The City is seeking a highly ethical and accountable law enforcement professional with demonstrated leadership and management skills. She or he will need to hold officers accountable while also creating a positive work environment.

The Police Chief will demonstrate knowledge of law enforcement-related legislation, labor relations laws and practices, and budget management including prioritizing with limited resources.



# QUALIFICATIONS

## Required

- Current active, sworn Police Officer or has been an active, sworn Police Officer within the last 24 months. Candidates who have been separated from commissioned law enforcement activities for two years or longer will not be considered for this position.
- Must meet eligibility requirements mandated by State law to hold the position of Police Chief (RCW 35.21.333).
- Completion of the equivalency academy within the parameters of Washington state law.
- Minimum ten years progressively responsible law enforcement experience.
- Minimum five years supervisory/managerial experience, including leading uniformed and reserve officers.
- Required to obtain Washington Criminal Justice Training Commission Middle Manager level certification within an agreed upon period of time in compliance with state law.
- Successful completion of comprehensive background screening including a polygraph, medical and psychological examination.

## Preferred

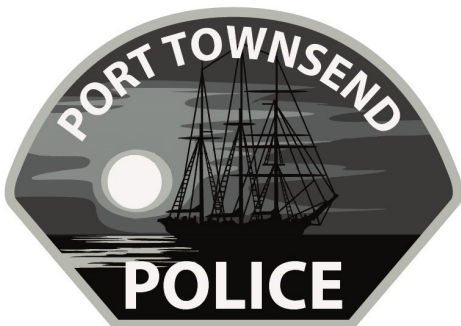
- B.A./B.S. in related field from an accredited college or university.
- Experience as a Police Chief, Assistant/Deputy Police Chief or Commander in a similar-sized community.
- Completion of advanced relevant police management training such as the FBI National Academy, the Senior Management Institute for Policing (SMIP) or the Northwest School of Police and Command.
- Demonstrated grant writing experience.
- Knowledge of the principles of motivational coaching and continuous improvement.

## COMPENSATION & BENEFITS

The City of Port Townsend has established an annual salary range of **\$107,669 – \$137,201** for this position.

The City provides a comprehensive and competitive benefits package, including:

- WA State PERS retirement and 457 Deferred Comp Program
- Medical, dental, vision, flexible spending account
- Life, long term care and long term disability insurance
- Generous paid time off



## APPLICATION PROCESS

Visit <https://cityofpt.applicantpool.com/jobs> and complete our online application; attach your cover letter and resume to the online application.

- **Application period opens October 6, 2020**
- **Application first review begins November 18, 2020**
- **First interviews early December, Finalist interviews mid-late December.**
- **For more information please contact John Mauro, City Manager at [jmauro@cityofpt.us](mailto:jmauro@cityofpt.us) or (360) 379-5043.**