

JOB ANNOUNCEMENT

POLICE CHIEF—CITY OF CENTRALIA

The City of Centralia is accepting applications from December 1, 2014 through January 8, 2015 for the position of Chief of Police for our community. The incumbent is retiring in May of 2015 after 11 years in the position.

The City

Located along I-5 midway between Seattle and Portland about 25 miles south of Olympia, Centralia (population 16,670; 7.56 square miles) is the largest community in Lewis County located adjacent to Chehalis, the county seat. The community is home to Centralia College which serves about 10,500 students annually (2,700 FTE). Thirty factory outlet stores comprise a mall bordering I-5 and the historic downtown features numerous antique stores. The largest employer in the community is Providence Centralia Hospital. The community is also a major sports hub for the region, including a massive indoor sports complex. Major employers in the community include Providence Hospital, Centralia College, and the Centralia School District.



Median resident age of community members is 35 and the estimated median annual household income is about \$35,000. The racial makeup of the residents of the community is 85% white, with Hispanic or Latino ethnicity accounting for 16% of the population.

Centralia is a council - manager form of government with an appointed city manager responsible for the day to day administration of the city. The annual budget of the city is about \$56 million which includes the operation of a city owned electric utility.

The Department

CPD is a WASPC accredited, full-service police department with 41 employees including 31 commissioned officers. The annual budget for the department is about \$5.5 million. The department is currently organized into two bureaus, operations and services; each led by a police commander. Operational units in the department include patrol, traffic, anti-crime, and detectives. The department also has a full-time school resource officer, funded chiefly by the Centralia School District. Limited commissioned officers (four in all) provide for code enforcement, municipal court security, and evidence/property management. Operations are conducted out of two facilities, one at city hall and a training and support facility located in southwest Centralia.



The department is a leader in community policing and innovation, including



the first and only traffic school in Lewis County, the use of video arraignment, an award winning citizens police academy, and the maintenance of an active emergency management program for the city. CPD also is very well equipped with each officer assigned a vehicle; and the department has multiple logistical and support vehicles for the various missions of the department, as well as motorcycles, bicycles, and SWAT vehicles which support the department's FEMA Type III SWAT Team. The department also has two K-9 units, a well-functioning reserve police officer and citizen volunteer program, and an active police officers association. The employees of the department are represented by Teamsters Local #252.

The Position

The chief of police is a civil service exempt position, appointed by the city manager and is the department head and appointing authority for the agency. The department is established and the statutory duties of the police chief are set forth in Centralia Municipal Code Chapter 2.15. Under existing departmental organization, the chief directly supervises two commanders and one administrative assistant; all civil service exempt and non-union positions. The chief manages the organization and is responsible for the preparation and implementation of a \$5.5 million annual budget.



The chief is also a member of the city's management team and assists in advising the city manager on matters both relative to the police department and public safety in the community; as well as providing information and advice regarding other general government matters.

The position calls for an individual who is a dynamic leader and advocate for the needs of the department. The successful candidate will lead a department that engages in continuous improvement; hires, retains, and promotes quality people, demands solid supervision, has a healthy respect for the dangers and risks of the profession, makes training constant and rigorous, audits its work and performance, and is able and willing to learn and adjust based on its experiences.



Employees of the department have advised that leadership traits important to them include a chief who is honest, ethical, and possesses integrity beyond reproach. The chief should lead by example, support and hold accountable subordinates, and accept input from others. They hope that the next chief is friendly and professional, an effective advocate for the needs of the department, and proficient in the technical aspects of the job. They want a chief who will work well with the city manager and council, gifted in oral and written communication, with an ability to effectively market the department to the community. Finally, they ask for a chief who will show consistency in leadership, a strong work ethic, and a vision for the future of the department and the city.

What We are Looking For

- A combination of education and experience which shows a progressive and continued commitment to professional development.
- Experience in the supervision and management of an agency of similar or greater size within the past five years.
- Strong communications skills (oral and written) with an ability to build consensus, solve problems, and work productively and cooperatively as a member of the city's management team.

Minimum Qualifications

- Bachelor's Degree (Master's preferred) in Criminal Justice, Public Administration or related field and ten years of increasingly responsible law enforcement experience as a sworn general authority law enforcement officer, including five years in senior command and management experience, OR any combination of experience and education which provides the applicant with the desired skills, knowledge and ability required to perform the job.

A combination of training (FBI National Academy, Senior Management Institute for Policing, Northwest Law Enforcement Command College, or similar courses) and executive level law enforcement experience may be considered in lieu of the degree requirement

- Valid Washington Driver's License (or the ability to obtain one within thirty days of employment) and an acceptable driving record at time of appointment
- Peace Officer Certification in the State of Washington at time of appointment or within six months of employment
- Executive Certification with the Washington State Criminal Justice Training Commission at time of appointment or within eighteen months of employment
- Must be able to successfully complete and pass a comprehensive background check
- Must be able to pass polygraph, medical and psychological exam and drug test.
- Proof of the ability to work in the United States of America

Compensation Package

- Annual Salary: \$99,576 to \$122,316 (2014 rate) DOQ/DOE
- Up to 80 Hours Executive Leave Annually; 96 hours Vacation Leave Annually; 96 hours Sick Leave Annually
- Medical / Vision / Dental Insurance (\$1250 monthly premium contribution cap - 2014); City paid premium for long term disability insurance; City paid \$100,000 life insurance and AD & D policy
- LEOFF Retirement (covered employees do not participate in Social Security) / Two Employee Contributed Deferred Compensation Plans
- City Vehicle, All Uniforms/Equipment supplied

The City of Centralia is an equal opportunity employer and is committed to providing equal opportunity and access regardless of race, religion, creed, color, national origin, age, sex, sexual orientation, disabled veteran status, veteran status, physical, mental or sensory disability. Women, minorities, veterans and persons with disabilities are encouraged to apply. The City will provide reasonable accommodation for persons with disabilities during the selection process, if requested. Please notify WASPC (on behalf of the City Personnel Office) of the accommodation needed, preferably at the time of applying. Only United States citizens and aliens lawfully authorized to work in the United States are eligible for employment. All new employees will be required to complete and sign an Employment Verification form and present documentation verifying identity and employment eligibility.

How to Apply

All applicants must submit a packet including a resume (three-page maximum), your response to supplemental questions and a detailed (two-page maximum) cover letter that describes your experience, leadership style and why you are interest in the position. All packets are due by 5:00 p.m. on Thursday, January 8th, 2015 to be considered as part of the first review of candidates.

Packets must be submitted to the Washington Association of Sheriffs and Police Chiefs and to the **attention of Jamie Yoder** at the contact information below. *Electronic packets are preferred.*

Mailing Address: 3060 Willamette Drive N.E.
Lacey, WA 98516
Attention: Centralia Chief of Police

Email: jyoder@waspc.org

Questions: Contact Michael Painter, Director of Professional Services
Washington Association of Sheriffs and Police Chiefs
Phone: (360) 292-7959 Email: mpainter@waspc.org

Please do not contact the city or employees with inquiries about this position

Supplemental Questions

Answers are restricted to one page maximum per question using 1" margins and at least 12 point font.

- As with most communities Centralia is always trying to find ways to provide top level government services at the lowest possible cost. One approach to achieve this goal is to regionalize and consolidate services with surrounding agencies. Describe your experience in leading this type of initiative with emphasis on success stories that would be applicable to Centralia.
- Explain your approach to promoting the concept of Community Oriented Policing throughout all sections of a police department.
- Please tell us about yourself. What is your law enforcement philosophy?