

# POLICE CHIEF

\$117,948—\$143,364

Apply by

**February 1, 2019**



## The Community

---

Gladstone, population approximately 12,000, is nestled in the Northern part of the Willamette Valley in Clackamas County. Located just eight miles south of Portland, Oregon, Gladstone offers easy access to the big city while giving its residents the enjoyment of a community full of small town charm. Gladstone values its small town attributes and wants to build on and preserve them. The community takes great pride in its numerous annual events, including Easter egg hunts, ice cream socials, hot dog feeds, movies in the park, and the Gladstone Community Festival. Gladstone residents enjoy a high quality of life with hiking, skiing and sight seeing at nearby Mt. Hood and fishing and boating on the Willamette and Clackamas Rivers.



Gladstone's central location along the west coast places it within a 3-hour drive of Seattle, Washington and a one day drive to San Francisco, California, Vancouver, British Columbia or Boise, Idaho.

Gladstone's diverse businesses, vibrant neighborhoods, active community involvement, and award winning schools have together created a strong sense of community, where residents enjoy a relatively low cost of living when compared to the Portland metro area.

Known for its innovation and advanced technology experiences across all grade levels, the Gladstone School District serves roughly 2,200 students enrolled in one elementary school, one middle school, and one high school, while boasting one of the best graduation rates in the state.

## The Organization

---

Incorporated in 1911, the City of Gladstone operates as a mayor-council form of government. The Council consists of an elected Mayor and six City Councilors, with each serving for a term of four years. The City Administrator oversees all City departments. Departments include: Administration (City Recorder, Human Resources) and Planning, Finance and Municipal Court, Fire, Police, Public Works (Parks & Recreation, Maintenance, Operations and Utilities) and Senior Center; Library services are currently provided by the City and are anticipated to transfer to Clackamas County in late 2019. The total 2017-2019 adopted biennial budget with supplementals included is \$64,632,810 .

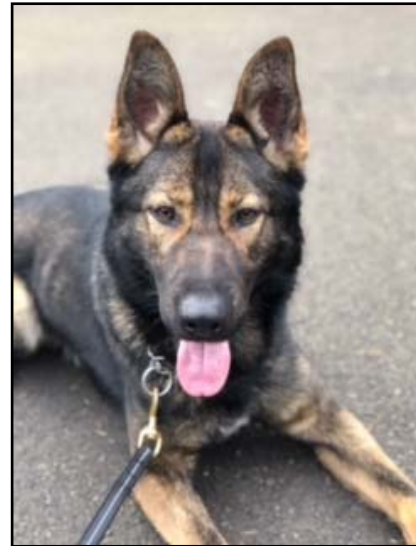
## The Department

---

Gladstone Police Department (GPD) is comprised of 18 sworn and 3.5 civilian personnel. GPD has proudly provided law enforcement services for over 100 years to a suburban community encompassing approximately 3 square miles along the Clackamas and Willamette Rivers. Three major traffic routes pass through the City: Union Pacific Railroad, HWY 99E and I-205. Gladstone Police Department responds to approximately 15,000 calls for services each year. The department's adjusted biennial budget is \$5,335,145.

In November 2018, Gladstone Residents passed a \$2,330,365 levy that will maintain the rate of \$.68 per \$1,000 of assessed value for five years starting July 2019 through 2024. In addition to continuing the current staffing level, the levy maintains connection with the regional county dispatch center (CCOM) to handle 911 priority calls and emergency response for fire, police, ambulance and search and rescue, funds crime prevention efforts and problem oriented policing and provides other services and equipment to maintain police service levels.

GPD responds from one station, which will be replaced in mid-2020, and provides the following services: Traffic, Patrol, Criminal Investigations, K9 Officer Program, SRO (School Resource Officer), SWAT (special weapons and tactics), HNT (hostage negotiation team), Code Compliance, Police Records, Reserve Police Officers and Volunteers.



## The Position

---

Reporting to the City Administrator, the Police Chief is responsible for department leadership and all activities and employees of the department. The Chief is responsible for the effective utilization of the equipment and personnel of the department in crime prevention and law enforcement. The Chief also serves as a member of the City's executive leadership team.

## Other Responsibilities include:

- ◆ Directs police services and operations for the City; plans, organizes, supervises and reviews all operations of the Police Department in order to provide maximum service delivery to the community.
- ◆ Develops and directs the implementation of goals, policies, objectives, procedures, and work standards for the department; assure that federal, state, county and municipal laws and ordinances are enforced
- ◆ Prioritizes and allocates available resources; reviews and evaluates program service development for improvement, and ensures effective service provision to all community members. Informs and advises the City Administrator on Police Department issues and community safety; represents the Police Department in all public relations matters.
- ◆ Directs on-going research into new law enforcement technologies and trends, and recommends implementation of programs and equipment to help the Department achieve its objectives more efficiently.

## Opportunities & Challenges

### A. Capital and Facility Replacement/Upgrades

Presently the department has vehicles and equipment in excellent condition; the Chief will need to plan for future replacement as resources reach the end of their life cycle. In the discussion will be the transition to the new Police Station/City Hall facility.

### B. Strategic Plan Update

Update the approved 2016 Police Department Strategic Plan. Initiatives in the Strategic Plan include: Operations, Funding and Capital equipment.

### C. Regional Coordination with Law Enforcement Partners

Continuing to refine partnerships and relationships with the Clackamas County Sheriff's Office and surrounding Police Departments will be crucial for the departments continued success in providing a high level of service to the City.



## The Ideal Candidate

Gladstone is looking for candidates who are police professionals with excellent executive leadership skills as well as a comprehensive knowledge of all facets of law enforcement. The ideal candidate will have solid experience in a history of progressive and proactive program development, as well as the leadership skills and abilities to provide the department with a solid sense of direction while maintaining vigilance on the evolving needs of the community.

The Chief will possess strong leadership skills in guiding and mentoring staff. They will lead by example setting the standard for all department members and must have a strong and confident presence, be a good listener, be accessible, and understand the importance of maintaining close and consistent communication with staff.

The Police Department has a longstanding relationship with the citizens and law enforcement agencies in the region and it is important for them to know that the Chief has a vested interest in the department and community. The Chief will value community involvement and be comfortable participating in community events.

The ideal candidate will have a demonstrated ability to formulate, implement and manage operating and capital budgets. They will need to exhibit strong, decisive leadership throughout the organization, establish clear goals and objectives and require accountability.

The Chief must have skills as a facilitator and have the ability to build an atmosphere of mutual respect and cooperation. They will have knowledge and practical experience in the areas of performance measurement and resource management.



## Qualifications & Requirements

---

A Bachelor's Degree from an accredited college or university in Police Science, Criminal Justice, Public Administration or a closely related field; a Masters Degree is preferred.

Minimum ten (10) years of progressive law enforcement experience, with a minimum of five (5) years in a supervisory or management. Possession of Executive Level certification from Oregon DPSST (or equivalent). Bilingual in English and Spanish desired.

Equivalent combinations of education and work experience will be considered.

Demonstrated success in managing a police department with supervisory and management experience and extensive knowledge and experience in all phases of law enforcement. Should be able to show progressive responsible supervisory experience as a police professional.

Must currently be certified as a Police Officer in the State of Oregon, or be eligible to be certified as such by attending the 80-hour Police Career Officer's Development Course offered by the Department of Police Safety Standards and Training (DPSST).

Must possess, or be able to obtain by time of hire, a valid states driver's license with a good driving record.

Must successfully pass a psychological exam, medical exam and thorough background check, as well as be able to pass the City's security (CJIS) clearance standards for unescorted access to certain City facilities.

PLEASE REVIEW THE POSITION DESCRIPTION FOR THE FULL SCOPE OF DUTIES/RESPONSIBILITIES AND THE REQUIRED KNOWLEDGE, SKILLS AND ABILITIES.

## Compensation & Benefits

---

- ◆ \$117,948 — \$143,364 DOQ
- ◆ Holidays
- ◆ Administrative Leave
- ◆ Vacation accrual
- ◆ Sick Leave Accrual
- ◆ Medical, Dental, Vision Insurance and VEBA
- ◆ Life, AD&D and Long Term Disability Insurance
- ◆ Participation in Oregon State retirement plan

Available employee options:

457 Deferred Compensation Plan

Flexible Spending Account

Supplemental Insurance

The application packet may be downloaded from the City's website, <https://ci.gladstone.or.us/jobs> or obtained from: Gladstone City Hall, Human Resources, 525 Portland Avenue, Gladstone, OR 97027. Completed materials must be received at the above address, faxed to 503.557.2761 or emailed to: [hr@ci.gladstone.or.us](mailto:hr@ci.gladstone.or.us). Resumes may be included but will not be accepted in lieu of the City's Employment application.

