



INTERNAL/EXTERNAL POSTING

NOTICE OF VACANCY

The City of New London is seeking applicants for a contemporary Chief of Police who will be a stabilizing and motivating leader for the Police Department. The vacancy is anticipated in July 2017. There is great potential and expectation for growth within NLPD, and the next Chief should be progressive and thoughtful in implementing organizational changes that are forward thinking and on the cutting edge of modern policing.

The next Chief must possess excellent leadership skills and have a “command presence.” Administration of NLPD is a challenge due to a demanding union contract and strife between the union and the past administration. One of the most important tasks for the next Chief will be to establish a culture of strong and innovative leadership that fosters a spirit of respect and teamwork throughout the department and establishes NLPD as a high performing and functioning organization.

New London is a demanding and complex community which offers unique challenges to policing. The previous Chief of Police was in the position for more than seven years with what can be best described as a poor climate in the labor management relationship. New London has a very involved citizenry with numerous community and activist groups weighing in on local issues. Relationships with these groups and cultures have become strained and rebuilding a rapport and an atmosphere of trust that leads to establishing productive alliances will be a critical focus for the next Chief.

The next Chief will be held responsible for effectively establishing positive working relationships with elected officials and the Chief Executive (Mayor), City Administration, all departments within the City, the Police Community Relations Committee and a myriad of involved community organizations and civic leaders. The person selected for the position must be able to adapt and thrive in a strong-Mayor form of government while using diplomacy and tact to create an environment that recognizes and respects the Chief’s position and responsibility of managing the daily operations of NLPD, while acknowledging the guidance and opinions of other stakeholders.

The Chief of Police selection process has garnered a great deal of community and political interest with numerous groups desiring input. A Police Leadership Advisory Committee was

established to provide participation, guidance and recommendations during the process, which will be quite extensive and include a number of community reviews.

IDEAL CANDIDATE

The next Chief of Police must be a strong, ethical leader with outstanding management skills who is passionate about policing and people. The next Chief must have a full grasp of the "Community-Oriented Policing" philosophy and demonstrated success working with challenging communities and implementing the "Community Guardianship" concept of policing throughout the entire culture of the Department.

The Chief of Police must have the ability to garner public confidence in NLPD, engage with the community and interact both personally and professionally. Additionally, the Chief of Police must have a demonstrated ability to deliver exceptional customer service as well as a superior level of intensity, integrity and fundamental fairness.

The City of New London has a very challenging and active media interest and the next Chief of Police must have advanced media relations skills, extensive public speaking experience and be able to appropriately handle communicating with critics in a respectful and professional manner.

The ideal candidate will be extremely knowledgeable in all facets of local law enforcement administration and operations with broad experience in working with community/activist groups and the innate ability to forge positive relationships with groups and persons that hold police in distrust.

Proven experience with Civil Service Administration, collective bargaining agreements and union contracts is essential. The chosen candidate will be competent in all aspects of leadership, customer service, budget, finance and audit functions, strategic planning, research, technology, and personnel management while ensuring accountability throughout all areas of the department.

MINIMUM QUALIFICATIONS:

Fifteen (15) years of a combination of progressive responsible experience in police supervisory and or police administrative positions, to include at least six (6) years' experience above the Division Command level (above the rank of Captain) such as a Major, Commander, Assistant Chief, Deputy Chief, Lt. Colonel, Colonel, or Chief of Police in a diverse urban community with a population of at least 25,000.

Graduation from an accredited college or university with a Bachelor's Degree in Criminal Justice or Public Safety related field, plus advanced certification in Police Leadership/Management, for example FBI National Academy Certification and/or other certified Police Leadership/Management programs or a Master's Degree or currently enrolled in a Master's Degree Program.

PREFERRED:

Policing experience in New England Department.

SPECIAL QUALIFICATIONS:

Must be certified by the State of Connecticut Police Officers Standards and Training Council or eligible for comparative certification by POST. Must be a citizen of the United States. Must have the ability to possess a valid Connecticut Driver's License and have the ability to possess a Connecticut State Permit to Carry Pistols and Revolvers by date of hire.

Department, Salary Group, and Closing Date for filing the required application for transfer/promotion to this position are noted below:

<u>POSITION</u>	<u>SALARY RANGE</u>	<u>GRADE</u>	<u>DEPARTMENT & DIVISION</u>
Police Chief	Salary commensurate with experience	UN25	Police Department

CLOSING DATE FOR FILING:

August 18, 2017

4:00 p.m.

TESTING REQUIREMENTS**

All applicants must submit a cover letter and resume by August 18, 2017. The City of New London will conduct a graded training and experience review of each applicant's completed submissions. The top twenty-five percent (25%) of the graded candidates will then be provided a list of questions and written responses must be submitted within 14 days. The written responses will be graded and the top four (4) candidates will be invited for a public "meet and greet" and non-scored community oral interview. The questions will be submitted by the public and provided to each applicant by a moderator. Upon completion of that non-scored interview, the same top applicants will be invited for a Mayors Interview with Mayor Michael E. Passero and an appointed panel for the final selection.

**Must meet the minimum qualifications listed in the attached position job description in order to qualify for testing.

Applications must be filed in the Personnel Office, 13 Masonic Street, New London, CT no later than the specified closing date.

Date Posted: July 25, 2017

FLSA: exempt
Grade: UN-25
Location: Police Department
Approved by Personnel Board: 7/17/2017
Concurred Union: N/A
Hours: Salaried

CHIEF OF POLICE

GENERAL STATEMENT OF DUTIES:

Provides the leadership, direction and guidance for the New London Police Department to meet the mission of providing Public Safety and enhancing the quality of life in and around the New London community. The Chief of Police provides administrative direction for the Police Department functions, operations, and personnel through supervision of subordinate staff and review of their activities. Responsibilities include formulating policies and regulations governing activities and preparing or directing the preparation of proposals concerning department activities for consideration by the Mayor/Chief Administrative Officer (CAO). Work involves the selection, training, assignment and discipline of all departmental personnel. Administrative duties include: directing the preparation of annual budget estimates and controlling the expenditures of departmental appropriations; developing short- and long-range plans and objectives to improve department services; directing the development of in-service training programs to increase department efficiency and prepare employees for advancement; resolving citizen complaints which cannot be handled by division managers; and coordinating department activities with those of other City departments and law enforcement agencies. The Chief serves as the primary City authority on matters pertaining to department programs and law enforcement and establishes the plans, programs and goals of the Police Department.

Performs and ensures that all highly responsible administrative, managerial and technical work involved in leading, planning and directing the activities of a municipal Police Department are accomplished. Duties to include departmental organization, development, and policies; administers the department through subordinates in the functional areas of administration, operations and the highest of professional standards. Responsible for the functional areas of administration, police patrols, criminal investigations, juvenile issues, traffic control and safety, traffic accident investigation, quality of life issues and additional or related services.

EXAMPLES OF WORK (ILLUSTRATIVE):

The Chief of Police is responsible for departmental operating policies, rules and regulations as well as departmental planning and implementation of law enforcement goals. Plans, organizes and directs departmental activities in the enforcement of laws and ordinances, the prevention of crime, preservation of peace and the protection of life and property. Analyzes information on the department's effectiveness and efficiency and plans for short- and long-term resources, procedures and scheduling to meet objectives.

EXAMPLES OF WORK (ILLUSTRATIVE) CONTINUED:

The Chief of Police directs the operations of the department through the Command Staff, monitors and plans for overall crime trends, implements effective cooperative policing strategies and approaches that lead and form synergy within the community and police to proactively solve problems in the City through programs such as: crime prevention, juvenile assistance, traffic management, emergency management, emergency planning and responds to emergency situations in the City and situations involving department facilities and personnel.

Directs the investigations of major criminal offenses; directs and coordinates special investigations involving other City departments concerning criminal or administrative matters. Oversees internal affairs and civilian complaint investigations and coordinates police activities with local, state and federal law enforcement and other agencies. The Chief directs the management of special police services to private contractors, businesses and members of the public.

Inspects and evaluates the operations of the department through direct inspection and the review of activities, reports and documents; ensures compliance with Federal, State and local requirements. Directs the preparation and maintenance of police records and files; provides information to regulatory agencies; and prepares and submits the required narrative and statistical reports, forms and records.

Responsible for personnel actions such as: hiring, assignments, career development, approves employee performance evaluations, and disciplines. Makes recommendation to Mayor if termination is necessary. Ensures appropriateness of collective bargaining agreement administration and day-to-day labor relations; resolves or assists in resolving union grievances; participates in union negotiations. Directs all staff development and training; recommends, guides and participates in staff professional development. Responsible for the assurance of safe and harassment-free work practices.

Directs and oversees the preparation of the annual departmental budget including presenting and defending the budget to appropriate authorities; administers the approved budget and revises operations to consider efficiencies. Directs and controls the expenditure of departmental fund allocations; recommends, reviews specifications, and authorizes purchase of equipment.

Speaks in public with news media and before community groups, schools and social agencies; directs and reviews the issuance of a wide variety of permits and signs permits to signify departmental authorization.

Remains updated and involved with developments in the field of police operations, administration, technology and leadership by attending conventions, seminars and trainings; maintains certifications as required and performs other related duties as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of the principles and practices of municipal law enforcement, coupled with considerable skill and ability in every phase of municipal law enforcement services provided by the Department.

Thorough knowledge of Federal, State and local laws, regulations, ordinances, and policies of law enforcement operations and administration;

Thorough knowledge of the modern principles and practices of law enforcement administration, training methods and techniques;

Considerable knowledge of the principles and practices of public administration as applied to a large municipal law enforcement operation;

Considerable skill in oral and written communications and effective presentations, supported by considerable skill in the use of a personal computer and related applications;

Thorough ability to initiate, organize and execute municipal programs and projects and to administer related policies and procedures;

Ability to administer the activities of a municipal police department and to supervise the work of a municipal law enforcement function;

Ability to analyze police problems and to develop and implement policies, plans and activities to address those problems;

Ability to make difficult decisions within deadlines in an environment of limited resources and competing claims;

Ability to interpret and apply laws and regulations with clarity, firmness and tact; ability to utilize resourcefulness and sound judgment in emergency situations;

Ability to establish and maintain effective working relationships with superiors, subordinates, associates, officials of other agencies, the media and the general public;

Ability to negotiate varied terrain and to handle all physical and emotional aspects of police work in all weather conditions, coupled with the ability to drive a motor vehicle in Connecticut and to competently operate specialized police equipment.

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Assistant Chief, Deputy Chief, Lt. Colonel, Colonel, or Chief of Police in a diverse urban community with a population of at least 25,000.

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Revised: 7/2017