



The CITY OF BURNSVILLE
Invites applications for the position of:

POLICE CHIEF

An Equal Opportunity Employer

OPENING DATE: March 26, 2019

CLOSING DATE: April 8, 2019 at 11:30 p.m.

STARTING SALARY: \$ 61.77 - \$ 65.53 Hourly DOQ
\$ 128,495.74 - \$136,321.95 Annually

SALARY RANGE: \$ 61.77 – \$ 71.61 Hourly
\$ 128,495.74 - \$ 148,962.52 Annually

DESCRIPTION:

Provide leadership and direction for all police operations and services within the City. Demonstrate effective management and supervision of all functions of the Police Department to achieve efficient and effective protection of lives and property. Ensure alignment of Police operations with all legal requirements and City Council Ends and Outcomes. Coordinate Police activities with other City departments as necessary.

ESSENTIAL JOB FUNCTIONS:

1. Oversee the formulation of department policies, goals and objectives in alignment with City Council Ends and Outcomes. Work with the City Manager, the Management Team and other staff to determine goals and priorities. Stay abreast of City needs and encourage input/ideas from all personnel. Direct the development of department procedures and regulations to most effectively accomplish the goals and priorities.
2. Oversee, direct and maintain effective Police operations. Effectively delegate work assignments to staff. Work with staff to provide leadership, assist with problems, and review assignments, programs and operations to identify potential improvements.
3. In conjunction with department supervisors, select, train, motivate and evaluate personnel; establish and monitor employee performance objectives; coordinate staff training and development and recommend and implement appropriate discipline.
4. Work with City staff to provide input on the development of recommendations to the City Manager to meet future equipment, facilities and technology needs. Oversee the proper maintenance and efficient use of current equipment, facilities & technology.
5. Direct and oversee division public information activities. Develop positive relations with community groups, businesses and citizens. Maintain involvement with community organizations and activities in a manner that promotes a positive image of the City. Maintain a positive working relationship with state and local press, including newspapers, radio and television.

6. Demonstrate and promote cooperative working relationships with other City departments and personnel. Coordinate Police functions with other City operations as necessary.
7. Actively seek opportunities with other agencies and organizations to jointly provide law enforcement services more effectively and/or efficiently.
8. Cooperate with surrounding communities and state and federal agencies and participate on various intergovernmental task forces or committees as appropriate.
9. Perform required administration functions including: coordinating the department budget, maintaining control of expenditures within budget limitations, recommending service delivery improvements, administering service contracts and analyzing staffing, equipment and technology needs.
10. Perform research functions as needed or assigned. Review and analyze information related to police operations, compile data, and develop recommendations as appropriate for long-term departmental objectives.
11. Maintain professional competence and stay abreast of trends and innovations.
12. Perform other duties and responsibilities as apparent or assigned.

KNOWLEDGE/SKILLS/ABILITIES:

- Comprehensive knowledge of modern Police services, including the areas of patrol, investigation, community policing, information management and administration.
- Knowledge of Local, State and Federal laws, regulations and codes relating to law enforcement.
- Thorough understanding of technology and systems related to law enforcement.
- Commitment to the Community Policing Philosophy.
- Exhibit a leadership style characterized by collaboration and the ability to involve front-line employees in the decision making process.
- Ability to assess problems and situations, anticipate needs and evaluate alternatives.
- Possess unquestioned honesty and integrity and a high sense of personal and professional ethics.
- Positive leader who identifies and develops division talent and recognizes the achievements of department personnel.
- Ability to express oneself clearly and concisely, both orally and in writing.
- Good public speaker capable of projecting a positive image of the Police Department and the City.
- Ability to develop and maintain effective working relationships with a wide variety of City personnel and the public.
- Ability to effectively manage staff and budgets
- Knowledge of labor relations practices and procedures.
- Ability to evaluate issues from a broader, City-wide perspective
- Ability to build partnerships with other City departments, governmental units, private businesses and citizens.
- Ability to maintain flexible working hours which may include evening or weekend meetings/events.

MINIMUM QUALIFICATIONS:

- Minnesota POST License or ability to obtain.
- Bachelor's degree in Law Enforcement/Criminal Justice, public administration or a related field.
- Possession of a Master's Degree in a related field.
- Minimum of ten years progressively responsible experience in law enforcement.
- Minimum ten years in a supervisory position (Sergeant or above) for a municipal or County law enforcement agency with at least 50 sworn personnel.
- Participation in advanced law enforcement leadership training (e.g. FBI National Academy, LEEDS, LPO).
- Strong knowledge of computers and Microsoft Office products.
- Possession of a valid Minnesota Class D driver's license.

DESIRABLE QUALIFICATIONS:

- Command experience as a Captain or above.
- Demonstrated understanding of technology and systems related to law enforcement.

EXAMINATION:

- Training and Experience Rating
- Oral Interview
- Other testing as appropriate: psychological evaluation
- External candidates must pass a drug test, medical exam, and background check

APPLICATIONS MUST BE FILED ONLINE AT:

www.burnsvillemn.gov/jobs

OUR OFFICE IS LOCATED AT:

100 Civic Center Parkway
Burnsville, MN 55337
P: 952-895-4472