



NOW HIRING

Director of Minnesota Law Enforcement Accreditation Program

The Organization:

The MN Chiefs of Police Association (MCPA) is a membership organization for the Chiefs of Police across the state. Its mission is to bring the highest quality police services to the people of Minnesota. The MCPA also operates a Foundation, whose mission is to advance high-quality, effective policing and strengthen police-community relations.

This Position:

The MCPA is seeking a full-time Director of the Minnesota Law Enforcement Accreditation Program (MNLEAP) to lead the work of creating and leading a statewide law enforcement accreditation program. This position will research and fully develop the accreditation program, then manage and coordinate all aspects of its operation.

The MNLEAP Director will guide and develop program and policy direction, strategy, systems, processes, and guidelines that will be critical to the success of the statewide accreditation program. The Director will also do short and long-range planning and create appropriate plans and objectives for current, mid-term, and future accreditation program success.

The Director will work with stakeholders and partners to create an Accreditation Commission, draft a set of standards for the Commission to approve, develop a program manual for agencies seeking accreditation, implement systems for tracking inquiries and agency progress towards accreditation, recruit and train assessors, design a microgrant program for small agencies, market the accreditation program throughout the state once it is launched, and coordinate Commission meetings to review applications for accreditation.

The Director will also be responsible for the documentation and reporting of accreditation program milestones and other activities as required by grant funders (COPS office of the Department of Justice).

The Director will be the lead staff authority regarding the MCPA's accreditation program.

Location and hours:

This position is hybrid and will be performed both on-site at the Association Offices (803 Old Highway 8 NW, New Brighton, MN) and remotely as job duties require. This position will require reliable transportation to and from the Association's office and other locations on occasion. Work hours are flexible, with the exception of meetings that generally occur Mon-Friday between 8 a.m. and 6 p.m.

Qualifications:

- Minimum of 10 years of formal education, training, or experience in public safety administration or program coordinator role or in a position with relevant knowledge, skills, and abilities demonstrated.
- Strong proficiency with Microsoft Office applications and Google Suite
- Attention to accuracy and detail
- Exceptional planning and organizational skills
- Able to problem solve and work independently, but also proactively seek help when needed
- Motivated to provide excellent service to all clients, both internal and external
- Comfortable interacting with board members, Association members, and the general public
- Excellent verbal and written communication skills

The Ideal Candidate also has:

- Experience with accreditation programs
- Experience with Public safety policy development
- Experience with project management
- Ability to flex schedule as needed based on workload

Compensation and Benefits:

Exact compensation may vary based on skills and experience. Base pay range is \$75,000-91,000 annually. 401K employer contribution match up to 3%. Paid Vacation and Holidays.

To Apply: Please send your resume with a short cover letter to jeff@mnchiefs.org. If you have questions about this position, please call 952-292-1128.