

CITY OF PORTLAND invites applications for the position of:

Deputy Police Chief

SALARY: \$130,208.00 - \$186,576.00 Annually

OPENING DATE: 12/18/17

CLOSING DATE: 01/15/18 11:59 PM

Bureau

Portland Police Bureau

Job Number

2017-01032

Closing

1/15/2018 11:59 PM Pacific

The Position

The City of Portland is seeking a highly qualified and transformative Deputy Chief of Police to lead the Portland Police Bureau. The Deputy Chief of Police, under general policy direction is responsible for planning, directing, managing and overseeing the activities and operations of the Portland Police Bureau and all its branches. The Deputy Chief of Police will act as the Police Chief in their absence.

Responsibilities include: assisting the Police Chief with oversight of the day-to-day operations of the Police Bureau; coordinating assigned activities with other city bureaus and outside agencies; providing highly responsible and complex administrative support to the Police Chief, overseeing all programs, policies and services at the Police Bureau while focusing on crime reduction and prevention; providing direction to sworn and non-sworn management, supervisory, professional, technical and other support staff. Responsibilities are broad in scope and require the exercise of considerable discretion and latitude of judgment in the formulation and development of policies and procedures.

Additionally, the successful candidate will possess the background and experiences necessary to provide leadership and supervision to over 950 sworn and 270 non-sworn employees, to work effectively with diverse communities, and to lead an organization committed to Community Policing, transparency and accountability. Additional information regarding the organization and operations of the bureau is available at www.portlandoregon.gov/police

About the Bureau

Bureau's Mission Statement

The mission of the Portland Police Bureau is to reduce crime and the fear of crime. We work with all community members to preserve life, maintain human rights, protect property and promote individual

responsibility and community commitment.

Bureau Overview

The Portland Police Bureau is currently managed and directed by the Chief of Police, with Assistant Chiefs and Command Staff. The bureau is composed of the Chief's Office and three (3) branches consisting of Investigations, Operations and Services.

Chief's Office: The Chief's Office includes the Chief's staff, the Communications Unit including the Public Information Officer, the Strategic Services Division, the Criminal Intelligence Unit, oversight of the Bureau's Advisory Committees and the Equity and Diversity Office.

Investigations Branch: The Investigations Branch includes the Detective Division, the Drugs and Vice Division, the Family Services Division, the Forensic Evidence Division, the Information Technology Division, the Tactical Operations Division and the Property Evidence Division.

Operations Branch: The Operations Branch includes the Central, East and North Precincts, the Youth Services Division, the Traffic Division, Critical Incident Command, Crowd Control Incident Command the Rapid Response Team, the Honor and Highland Guard, and the Behavioral Health Unit.

Services Branch: The Services Branch includes the Fiscal Services Division, the Personnel Services Division, the Records Division, the Transit Division, the Training Division and the oversight of the Regional Justice Information Network (RegJIN).

Police Bureau Goals

The Police Bureau will continue to build an organization with a diverse membership which reflects the community it serves. The Bureau will continue to provide and enhance training and education to ensure that members have the necessary skills to provide effective services to a diverse community including citizens with lived experience of mental health, citizens in crisis, and citizens of all races and cultures. The Bureau will review policies and practices to continue to eliminate barriers and will engage with the community to further community policing. A well-trained, educated and diverse workforce focused on the community's priorities will allow the Bureau to tailor its public safety response to best meet the needs of different segments of the community.

The Portland Police Bureau has identified three (3) goals for the current year. The goals reflect the Bureau's commitment to developing long term solutions to serious crimes and to maintaining a safe city.

1. Build Community Trust
2. Establish Internal Legitimacy
3. Enhance Accountability

About the City of Portland

The City of Portland comprises an area of approximately 145 square miles in northwestern Oregon. With a 2016 population estimated at 627,000, Portland is the center of commerce, industry, transportation, finance, and services for a metropolitan area with a 2016 population estimated at 2.4

million people. Portland is the county seat of Multnomah County, and is the largest city in Oregon and the second largest city in the Pacific Northwest.

Lauded as one of the best places to live in America, Portland has a vibrant downtown, diverse neighborhoods, natural beauty, good schools and friendly people. Portland is listed among the top 25 arts destinations in the United States, named one of the best cycling cities in North America, and is one of America's best walking towns. Portland maintains deep ties to the Pacific Northwest's natural beauty, with Mount Hood, the Cascade Mountain Range and the renowned Oregon Coast each just over an hour away. There are 37,000 acres of parks and green spaces within the metropolitan area, including the 5,000-acre Forest Park, the largest urban wilderness in the U.S. Average temperatures range between 34° in winter to 80° in summer and Portland receives 37" of rain annually, less than Seattle, Houston, Baltimore, Boston and Atlanta.

Portland has a reputation for being unique, and our governance structure is no exception. Portland voters adopted the commission form of government in 1913, and over 100 years later, Portland is the only large city in the country continuing to operate under this structure. The five members of the City Council are each elected at-large, and have legislative, administrative, and quasi-judicial responsibilities. The Mayor assigns bureaus to each Council member. The Mayor serves as Commissioner-in-charge of the Office of Management and Finance (OMF), which includes the Bureau of Revenue and Financial Services (BRFS), and oversees the independent City Budget Office (CBO).

Portland is a full-service city with approximately 6,000 represented and non-represented permanent employees and a budget of over \$3.46 billion. The City has maintained its triple-A bond rating for over 40 years, reflecting its strong financial management policies and practices.

Why join the City of Portland?

The City of Portland is committed to offering medical, dental, vision, basic life, and long-term disability coverage that provides quality care, support and value to eligible employees and their family members. Additional benefits such as flexible spending accounts, supplemental life insurance and employee assistance program coverage is available to ensure employees have the appropriate tools to safeguard themselves and their family. The City of Portland also participates in PERS, the Oregon Public Employees Retirement System. For more information on the City of Portland's benefits please click [here](#).

To Qualify

All candidates at the time of hire must possess a background and experience with a minimum of five (5) years of law enforcement in an administrative capacity at the rank of Lieutenant and above

The competitive candidate for Deputy Chief of Police will possess the background, work experience, qualifications, knowledge, skills and abilities identified in the following qualifications. Please provide specific examples in your resume and cover letter to demonstrate that you possess these qualifications:

KNOWLEDGE, SKILLS /ABILITIES REQUIRED

1. Thorough knowledge of principles of modern law enforcement management including Community Oriented Policing and Problem Solving and the Code of Ethics
2. Thorough knowledge of laws, codes, policies, rules and regulations that govern the provision of law enforcement and crime prevention programs
3. Thorough knowledge of major policy and technical issues associated with law enforcement
4. Ability to plan, organize and manage the operations of a large complex law enforcement agency
5. Ability to analyze reports and statistics regarding crime trends, juvenile delinquency and other subjects
6. Ability to effectively budget, allocate and utilize Bureau resources
7. Ability to work effectively with a diverse population including executive managers, elected officials, labor organizations, members of boards, commissions, Bureau and City staff, neighborhood and community groups and the general public to build consensus
8. Ability to lead, select, supervise, motivate and evaluate staff and implement goals, objectives, policies and priorities
9. Ability to collaborate with communities of color and citizens traditionally underrepresented in local decision-making, facilitate inclusive participation in programs and activities and communicate cross-culturally.
10. Ability to manage a multicultural workforce, promote an equitable workplace environment and apply equitable program practices to diverse and complex city services.

Special Requirements:

- A valid state driver's license will be required to be maintained throughout the tenure of employment
- Certification as a police officer by the State of Oregon
- Management Certification as described in OAR 259-008-0076

Ideal Candidate Profile

A competitive candidate for the position of Deputy Chief of Police will possess the competencies identified below and the required knowledge, skills and abilities listed above.

Leadership – Proven skill and experience in: building a customer-focused service organization in a multi-disciplined, complex, evolving and fast-paced urban government; facilitating, negotiating and building consensus among diverse customers and stakeholders with competing and differing business needs; building cohesive teams and motivating staff toward high quality achievement and fulfillment of strategic plans; instilling mutual trust and confidence and creating a culture that fosters a high standard of ethics.

Labor/Management Relations – Proven experience in successfully building relationships with labor

organizations and demonstration of the ability to work with union officials to resolve issues.

Management – Proven experience planning, organizing, directing and coordinating staff; strong skills in employee performance management; and the ability to implement organizational strategic directions.

Strategic Planner – Proven ability to develop and implement a strategic plan, which is linked to broader organizational objectives, and which supports the development of a responsive, innovative and efficient organization.

Communication – Excellent verbal and oral communication skills, including the ability to develop and implement an effective communication strategy addressing the needs of diverse stakeholders – Council, bureau directors, internal and external customers and the public.

Diversity and inclusion – A demonstrated track record in building and working with diverse teams and maintaining a professional, respectful and inclusive work environment.

Working Relationships – Ability to establish and maintain highly effective working relationships with the Chief, City Commissioners, bureau directors, managers, elected and appointed officials of other governmental agencies, employees, business and community leaders, the media, residents and others encountered in the course of work. Possess the skills to work collaboratively within the City and other agencies to enhance service delivery. This will require the successful candidate to be dynamic, open to new ideas and to be a strategic thinker.

Strong political acumen, tact and diplomacy in dealing with complex, sensitive and confidential issues.

The Recruitment Process

Application Instructions

Applicants must submit a detailed cover letter and professional résumé online, specifically focused on your qualifications for this position as identified in the "To Qualify" section of this announcement in accordance with the following Application Instructions:

Your résumé and cover letter will be the basis for our evaluation of your qualifications for this position. Incomplete or inappropriate information may result in disqualification.

- Your cover letter should include details describing your education, training and/or work experience, and where it was obtained which clearly reflects your qualifications for each of the items listed in the "To Qualify" section of this announcement.
- Your resume should support the details described in the cover letter.
- If you are requesting Veteran's Preference, as identified below, please describe in your cover letter any transferrable skills obtained during your military service and how they relate to each of the required minimum qualifications under the "Ideal Candidate Profile" section above.
- Your résumé and cover letter should be no more than a ***total of six (6) pages combined***.

Veteran's Preference documentation must be submitted no later than 11:59 PM on the closing date of this recruitment.

Additional Information

This position is exempt from Civil Service and is an "At Will" position. It serves at the discretion of the hiring authority subject to the City of Portland Human Resources Administrative Rules and Portland City Charter and Code.

If you are requesting Veteran's Preference attach a copy of your DD214 / DD215 and / or Veteran's Administration letter stating your disability to your profile, as well as checking the box identifying yourself as a Veteran. You must request Veteran's Preference AND include a copy of your documentation for each recruitment you apply for.

Non-citizen applicants must be authorized to work in the United States at time of application.

It is the policy of the City of Portland that no person shall be discriminated against based on race, religion, color, sex, marital status, family status, national origin, age, mental or physical disability, protected veteran status, sexual orientation, gender identity or source of income. The City values diversity and encourages everyone who is interested in employment with the City to apply. If you wish to identify yourself as an individual with a disability under the Americans With Disabilities Act of 1990 and will be requesting accommodation, the requests must be made to the Analyst(s) named below No Later Than the Closing Date of This Announcement.

Please note, all completed applications for this position must be submitted no later than ***11:59 pm, on the closing date of this recruitment. All applications must be submitted via the City's online application process. E-mailed and/or faxed applications will not be accepted.***

The Selection Process

The selection process will consist of an evaluation of each applicant's qualifications/competencies as described in their résumés and cover letters. Only the most qualified candidates will be scheduled for the hiring interviews with the Chief of Police for employment consideration. ***The interview and selection process will include an initial interview with Interview Panelists consisting of external community members. The successful candidates from the initial interview will be offered a final interview with the Chief of Police and Human Resources Director.***

***Note:** Candidates interviewed by the Chief will be required to complete and sign a criminal conviction statement before being considered for hire. The successful candidate must complete a detailed background investigation and be certified as a law enforcement officer within the State of Oregon to perform this job.

Recruitment Activity Schedule

Closing date for applications: January 15, 2018
Initial interviews: February 1st & 2nd
Final interviews: February 22nd & 23rd
Launch background investigation: End of February

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.portlandoregon.gov/jobs>
1120 SW 5th Ave, 404
Portland, OR 97204
503-823-6821