

CHIEF OF POLICE

CITY OF SOUTH SAN FRANCISCO, CA



THE COMMUNITY

The City of South San Francisco is located in northern San Mateo County, just ten miles south of San Francisco on the western shore of the picturesque San Francisco Bay. It is strategically located along the Bay Area's main transportation routes, including Highway 101, I-280, Caltrain, San Francisco International Airport, and the Bay Area Rapid Transit District commuter rail system.

The city is fully independent and highly commercialized, with an estimated population of 66,105 that grows to nearly 120,000 during business hours. Best known as the "Industrial City," the community is characterized by innovation and growth, boasting a strong, diverse economy and business-friendly climate. Recognized as the "Birthplace of Biotechnology" and "The Biotech Capital of the World," South San Francisco is home to more than 200 biotech companies, including industry leaders Genentech, Merck, Amgen, and Johnson & Johnson. With dozens of private and public development projects currently under way, including a new \$56 million Police Headquarters, a new \$150 million civic campus, and a multi-billion-dollar remake of its shoreline along San Francisco Bay, the city continues to expand employment options, strengthen its tax base, and improve the quality of life for its residents.

South San Francisco is a vibrant community, offering attractive housing, beautiful parks, swimming pools, and a marina, as well as more than 3,200 firms and businesses. Its central location attracts businesses, academia, and a highly skilled workforce; as well as providing access to some of the top universities in the world and proximity to transportation, tourist destinations, sports venues, shopping, and fine dining. A citywide public trail and extensive park system make it easy for residents and visitors to enjoy the area's mild winters and dry, cool summers, with western hills that shield the City from much of the fog that prevails in neighboring areas.

A variety of housing options in safe neighborhoods, award-winning schools, an active library and learning network, beautiful art displays, and plenty of public transportation options all contribute to the high quality of life enjoyed by residents of South San Francisco. The City is notably diverse, and the majority of residents are in communities of color, including large, multi-ethnic Asian and Latinx communities. To learn more, visit www.ssf.net.



CITY GOVERNMENT

Incorporated in 1908, the City of South San Francisco operates under the Council-Manager form of government with a five-member City Council elected by district. The Council establishes local laws and policies, determines how the City shall obtain and spend funds, appoints members to all advisory municipal activities, and represents the City by serving on Regional and County committees and boards that enact policies that may impact South San Francisco. It also provides direction for the City Manager and serves as the Successor Agency Board of Directors. The City is also served by an elected City Clerk and City Treasurer.

South San Francisco is a full-service City providing municipal services through the collaborative efforts of approximately 435 full time and 350 part-time staff. City Departments include Economic and Community Development, Finance, Fire, Human Resources, Information Technology, Library, Parks and Recreation, Police, and Public Works, as well as the Offices of the City Manager and City Attorney. The Police Chief serves as an integral part of the city's Executive Team, participating in management discussions and decisions affecting the entire city. The City's Executive Team operates cohesively through collaboration, transparency and trust. The City's FY2021-22 total budget is \$330 million, including capital projects (General Fund budget of \$115 million).

The city and its staff strive to nurture a partnership with the community by recruiting a diverse and highly skilled workforce, being an active partner in quality education, and attracting and retaining a prosperous business community, all of which foster community pride and understanding. As an organization, the City and its employees value their role in providing service to one another and the community. The City recently concluded a year-long Commission on Racial and Social Equity with the mission of advancing equity in the City's internal and external processes and to recommend policy and program changes to overcome institutional inequities in education, policing, healthcare, and other social services. The current Police Chief served on this commission and participated in shaping recommendations aimed at improving public safety and equity.

THE DEPARTMENT

The South San Francisco Police Department (SSFPD) is supported by 83 sworn and 35 civilian positions and is organized across two divisions with each division commanded by a Captain. The **Operations Division** includes Patrol, Criminal Investigations, Downtown Bike Patrol, K-9, Neighborhood Response Team, SWAT/Hostage Negotiations, and Traffic/Motors. The **Service Division** includes Communications, Community Relations, Property/Evidence, Records, Planning, and Recruiting. The City is starting a two-year pilot program embedding a mental health professional with police to respond proactively and reactively to persons suffering a mental health crisis in the City.

The Department takes a proactive approach to reducing crime, enhancing public safety and addressing quality of life issues through education, enforcement, and community partnerships. The community is accustomed to having an incredibly responsive department that is guided by a partnership philosophy in addressing crime and quality of life issues and recognizes the importance of staying current with technological advances.

Grounded in a participatory management culture, SSFPD is known as an organization that prides itself on high ethical standards, serving citizens in a professional and efficient manner, and continually working on community relationships built on mutual trust and respect. Known for being on the leading edge, the agency invests in the continuous training and education of its team members. Detailed SSFPD information can be found at: <https://www.ssf.net/departments/police>.

In early 2022, the Department will move into its new Police Operations and 911 Dispatch Center. The 43,000 square foot state-of-the-art facility will house administrative services, records, communications, investigations, property and evidence, patrol, physical training space, a classroom and firing range, and the city's 911 Dispatch Center. The project was funded by the community's support for Measure W, a half-cent sales tax initiative that was passed in 2015. Visit <https://bit.ly/3ow9eqE> for photos and updates.

THE IDEAL CANDIDATE

The ideal candidate will be a progressive leader and long-term practitioner of community policing who adheres to the pillars of 21st century policing. This inspirational and authentic professional will be capable of leading a department that prides itself on exceptional character, high standards of professionalism, and being extremely involved in and engaged with the community. As one who leads by example with impeccable integrity, the candidate selected will lead with an emphasis on individual and organizational accountability



and support a culture where ownership around results and performance is the norm.

Consistent with the city's long-term practices, South San Francisco's Police Chief must support and expect the department and its members' involvement in the community, including residents, businesses, schools, and youth. A willingness to develop a deep understanding of the community they serve as well as demonstrated success with establishing or improving relationships with underserved or disenfranchised communities will be expected. The ideal candidate will celebrate the diversity of the organization and the community and champion equity and inclusion in departmental policies and programs.

Known for being a humble and even-tempered public servant, the new Chief must be an outgoing professional who loves engaging with people. To that end, superior communication and interpersonal and active listening skills with internal and external stakeholders are necessary to ensure success. In addition, a leader who engages with their department at all levels and with all shifts will be well-received.

The ideal candidate will have a strong team orientation with a proven track record of collaborating effectively with other city departments and police departments from neighboring cities. The ideal candidate will stay abreast of evolving trends and promising practices in the profession and be constantly aware of emerging and new legislation at state and federal levels.

The candidate selected will value advanced education and promote the importance of ongoing professional growth and development and involvement in professional associations. Recognized for being an influential mentor and coach, they will be passionate about succession planning and continuously enhancing leadership skills and capacity throughout the organization.

Competitive candidates will possess ten or more years of progressively responsible and broad experience in municipal policing, including a minimum of four years of management experience that includes at least one year of service as a Captain. A bachelor's degree from an accredited college or university is required, and a master's degree is strongly preferred. Experience serving diverse communities and a history of producing tangible results aligned with contemporary policing and procedural justice values will be considered favorably.

COMPENSATION & BENEFITS

The salary range for this position is \$243,443 - \$294,548; appointment within the range will be DOQE. Salary is supplemented by an attractive benefits package that includes but is not limited to:

Retirement – CalPERS 3% @ 55 plan for Classic members hired after April 24, 2010 (employee contribution 12%); 2.7% @ 57 plan for New Members (employee contribution 12%). City participates in Social Security.

Vehicle Allowance – vehicle provided.

Health Insurance – City offers a choice of PPO, HMO (two providers), or HDHP plans and offers vision and dental coverage. City pays 100% of vision and dental premiums for employee and eligible dependents. Employee contributes 15% of the HMO health premium cost based on the category of coverage (single, two, family). Employees who have medical coverage elsewhere may waive the City's medical, dental, and vision coverage and elect to have the City contribute \$550 per month into a deferred compensation account.

Vacation – Up to 30 days per year depending on years of service. Employees may cash out 120 hours per year if compliant with policy provisions.

Administrative Leave – 40-80 hours annually.

Sick Leave – accrual rate of 8 hours per month.

Holidays – 12 paid holidays and one (1) floating holiday per calendar year.

Deferred Compensation – Voluntary 457 plan.

Term Life Insurance – City paid \$50,000 policy. Supplemental life policy is available.

Short & Long-term Disability – City paid coverage for both programs.

Accidental Death & Dismemberment – City paid \$50,000 policy.

Medical After Retirement Account (MARA) – City annually contributes 1.5% of employee base salary.

Uniform Allowance – up to \$1,000 per fiscal year for purchase and maintenance of uniforms.

Other Benefits – **Wellness** benefit of \$1,000 per fiscal year; **Education Expense Reimbursement** up to \$2,000 per fiscal year; **Childcare** subsidy of 50% discount towards City run childcare program and **free recreation** classes; Section 125 **Flexible Spending Account**; Employee Assistance Plan and Long-term Care Plan are available. **Housing Assistance** will be considered.



APPLICATION AND SELECTION PROCESS

The closing date for this recruitment is midnight, **Sunday, November 7, 2021**. To apply for this opportunity, upload cover letter, resume and list of six professional references using the "Apply Now" feature at www.tbcrecruiting.com.



Suzanne Mason • 562.631.2500

Teri Black • 424.296.3111

TERI BLACK & COMPANY, LLC

www.tbcrecruiting.com

Following the November 7th closing date, resumes will be screened in relation to the criteria in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by the recruiters. A small group of candidates will be invited to participate in additional interviews in December. The City anticipates making a selection in a timely manner following final selection activities, the completion of negotiations and extensive POST compliant background and reference checks. Please note that references will not be contacted until the end of the process and, at that time, will be done so in close coordination with the selected candidate.

The City of South San Francisco reserves the right to alter the interview and selection process in response to public health orders and evolving impacts of COVID-19.

