



CITY OF  
**Vancouver**  
WASHINGTON

**ASSISTANT  
POLICE  
CHIEF**



 **BOB MURRAY  
& ASSOCIATES**  
EXPERTS IN EXECUTIVE SEARCH



## THE COMMUNITY

With a population of over 195,000 residents, Vancouver, Washington sits on the north bank of the Columbia River and is part of the larger Portland, Oregon metropolitan area. The Pacific Coast is less than ninety (90) miles to the west and the Cascade Mountain Range rises on the east. Mount St. Helens National Volcanic Monument and Mt. Hood are less than two hours away while the spectacular Columbia River Gorge National Scenic Area lies 30 minutes to the east. The Fort Vancouver national Historic Reserve, a national park, is adjacent to downtown and honors the rich history and heritage of Vancouver. Vancouver combines the excitement of a major metropolitan area with a welcoming atmosphere and abundant recreational opportunities.

Vancouver enjoys mild weather with less average annual rainfall than cities like Boston, Washington D.C., or Atlanta. Its seasons are distinct and Summer temperatures generally climb into the 80s while Winter nights rarely fall below 30 degrees. This moderate climate creates lush forests and abundant foliage. The Columbia River is a central feature of the local environment as it connects and sustains the community. The river provides fantastic recreational opportunities and helps nurture wildlife, evergreen forests, agriculture, neighborhoods, and businesses.

The City of Vancouver is in a period of significant growth and urbanization, adding more than 30,000 residents in the last 10 years, and has a current development pipeline that could add as many as 30,000 more residents in the next 6-10 years. On average, fourteen (14) people move to Vancouver every day, and the median home price in the City is \$495,000. There are also multiple urban center developments planned or underway across the City, such as The Waterfront Vancouver, a 32-acre, high density, mixed use urban development anchored by the signature 7.3-acre Vancouver Waterfront Park; the 63 acre City-led Heights District redevelopment project, the 172 acre mixed use Vancouver Innovation Center, and the 200+ acre Riverview Gateway District, which includes the HQ redevelopment and Columbia Palisades mixed use centers.

Collectively, these developments will contribute more than 10,000 new jobs in the coming years and continue to cement Vancouver's emerging identity as a leading community in the greater metropolitan area. Other economic drivers in the community include common industries such as healthcare and education (with Washington State University - Vancouver and Clark College campuses) as well as headquarters and traded sector businesses such as Banfield Pet Hospital headquarters, Hewlett Packard research campus, ZoomInfo, Papa Murphy's Pizza, Nautilus, and significant silicon technology and biotech industry clusters.

## THE ORGANIZATION

The City of Vancouver is managed by a Council/Manager form of government. The Council has seven members, including a Mayor, elected by the City at large. The Mayor and Councilmembers each serve



four-year terms and set policy that is implemented by the City Manager.

There are twelve departments within the City organization led by the City Manager's Office: Police, Fire, City Attorney's Office, Finance & Management Services, Public Works, Community Development, Economic & Housing Development, Communications, Human Resources & Risk, Information Technology, General Services and Parks, Recreation & Cultural Services. Police, Fire, Finance, Law and Public Works report directly to the City Manager, while Human Resources & Risk, Information Technology, General Services, Communications, Community Development, Economic & Housing Development, and Parks, Recreation & Cultural Services directors, as well as Emergency Management report to two Deputy City Managers.

As the largest city in Southwest Washington and the second largest in the greater metropolitan area, Vancouver is a leader among agencies seeking opportunities for partnership and influence across the region. The City is committed to efficiency, effectiveness, equity, and continuous improvement in delivering outcomes to the community. In addition, the City is invested in cultivating a lean culture and has started the process of building capacity through ongoing Lean/Six Sigma training for employees across all departments as well as establishing a performance management framework. The City is also committed to well-managed and stable financial operations that include developing and implementing financial policies and practices that position the City for ongoing and long-term success. The City organization has 1,208 employees and a \$1.4 B bi-annual budget. The Police Department operates on a General Fund budget of approximately \$68.5M with 297.5 authorized FTE, including 234 authorized commissioned positions.

## THE DEPARTMENT

The mission of the Vancouver Police Department, in partnership with the community, is "To preserve life, protect property, and enhance livability through equitable law enforcement and effective use of resources." The Department's motto is: "Valor, Professionalism, and



Duty." The Police Department strives to be a leading law enforcement agency driven by high performance standards entrenched in integrity, ethics, and professional behaviors guided by the law enforcement code of ethics.

Currently, the Vancouver Police Department is a full-service police department with several specialty and investigative units and is authorized for 218 sworn staff and 60.5 civilian support staff. The Department serves approximately 50 square miles, divided into two Precincts which are further divided into two Districts per Precinct. Each District is divided into beats for individual Police Officers.

## THE POSITION

Under the direction of the Police Chief, the Assistant Police Chief provides administrative direction and leadership of the Administrative, Investigations, and Patrol Bureaus of the Vancouver Police Department; assists the Police Chief in the formulation of policies, regulations, and administrative procedures; assumes the duties of the Police Chief as assigned; and reviews, supervises, and evaluates the performance and activities of assigned personnel.

The Assistant Police Chief will model exemplary leadership at all times and perform all duties in accordance with the City of Vancouver's Operating Principles. They will direct, oversee, and participate in the development of policy and procedures and will monitor workflow and assignments for staff. They must work as a team player in all interactions with other City employees, and coordinate Police Department activities with staff from other City departments, outside law enforcement agencies, and other organizations. Other responsibilities include but are not limited to:

- Providing a high level of customer service at all times. Projecting and maintaining a positive image on behalf of the City of Vancouver; identifying opportunities for improving service delivery methods and procedures and implementing improvements.
- Overseeing the preparation and management of the Department budget; allocating resources and control expenditures; preparing budget status reports as needed.
- Recommending the appointment of personnel; providing or coordinating staff training; working with employees to correct deficiencies; implementing discipline procedures; recommending employee terminations; ensuring personnel program is implemented equitably and consistently.
- Attending a variety of meetings with public officials and civic organizations to explain police functions, exchange information, and enlist public cooperation in police programs.
- Conducting meetings with assigned staff to direct and discuss policies and problems, institute and evaluate



new and existing programs, and maintain current knowledge of major and sensitive cases and incidents.

- Reviewing and preparing a variety of reports, correspondence, and other written materials related to bureau activities; directing the maintenance of comprehensive and confidential records.
- Performing other duties and responsibilities as assigned.

## THE IDEAL CANDIDATE

The City of Vancouver is seeking a collaborative and visionary law enforcement professional with demonstrated leadership capabilities to serve as its new Assistant Police Chief. The ideal candidate will be a service-minded individual with excellent communication and interpersonal skills. The candidate will have strong community policing skills, community engagement, and will offer a proven record of problem-solving along with experience in strategic and succession planning. A candidate who can multi-task effectively with demonstrated ability to accomplish tasks in a timely manner is essential.

The ideal candidate is someone who understands and values the needs of the community and is able to connect with people from all walks of life. The successful candidate will exercise initiative and sound independent judgment within general policy guidelines and will be capable of establishing and maintaining effective working relationships which garner respect and promote leadership and teamwork with the department, other City employees, and members of the community.

The new Assistant Police Chief will have the ability to think out of the box and embrace and recognize the value of community engagement. The ideal candidate will demonstrate a progressive mindset and have a vision to see the organization grow. Candidates





must have the ability to supervise, assign, and evaluate personnel; work confidentially with discretion; work independently with little direction; read, interpret, and apply and explain codes, rules, regulations, policies, and procedures; and prepare a variety of reports, correspondence, and other written materials. The selected candidate will be someone who is honest and compassionate that values employees, regardless of rank. Further, the City values employees who foster diversity, equity, and inclusion. The ability to mentor, develop, and empower both sworn and civilian staff and encourage professional growth and development is sought. The Assistant Police Chief will operate in an open and collaborative manner and will serve as an example to staff.

The ideal candidate will have knowledge of current, contemporary policing issues, management principles, practices, techniques, and equipment for varied law enforcement activities; technical principles including goal setting, budget preparation, program administration, work scheduling, and evaluation techniques; applicable federal, state, and local laws and appropriate court decisions. They will also have a good working knowledge of standard and new technology available for law enforcement. Candidates must possess the equivalent to a bachelor's degree from an accredited college or university and have ten (10) years of increasingly responsible experience at or above the rank of supervisor. Seven (7) or more years of progressive police command/management experience in an equivalent sized public agency is required. Successful graduation from the FBI National Academy, PERF-SMIP and/or similar executive level training is strongly desired. This position is at-will and currently one of three Assistant Police Chiefs for the Vancouver Police Department.

## COMPENSATION

The monthly salary range for the Assistant Police Chief is \$12,981 to \$17,562 and placement within this range is dependent upon qualifications and experience. The City also offers an attractive benefits package that includes:

- Medical, Vision, Prescription, and Dental Insurance.
- Personal Time Off and Paid Holidays.
- Washington Law Enforcement Officers & Fire Fighters Plan 2 (LEOFF 2).
- Deferred Compensation (457 Plan).
- Other benefits such as life and disability insurance.

## TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

[www.bobmurrayassoc.com](http://www.bobmurrayassoc.com)

**Filing Deadline:  
February 22, 2023**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the City of Vancouver. Candidates will be advised of the status of the recruitment following selection of the Assistant Police Chief.

If you have any questions, please do not hesitate to contact Mr. Joel Bryden or Ms. Deanna Cantrell at:

(916) 784-9080

