



City of Sandwich, Illinois

Position: Chief of Police

www.sandwich.il.us

CHIEF OF POLICE

[The City of Sandwich, Illinois](#) is seeking an experienced and dynamic law enforcement professional to be their next Chief of Police. The City desires a visionary, progressive, forward-thinking leader who embraces the best practices of 21st Century Policing, along with a demonstrated commitment to community engagement and collaborative team building. The candidate must also have a history of ethical decision-making and effective management of complex organizations. The **Sandwich Police Department** is a full-service department with an authorized strength of fifteen full-time sworn officers, part-time sworn officers, and two full-time civilian employees which operate out of a newly opened \$3.2 million public safety building.

The City of Sandwich is governed by a Mayor and City Council (4 wards, 8 Alderpersons). The Mayor and City Council are responsible for setting all policies for the City as well as enacting municipal laws that govern the City of Sandwich. The Mayor and Council employ a City Administrator who is responsible for the implementation of city policy and the day-to-day management of the City.

COMMUNITY BACKGROUND: The City of Sandwich, Illinois (population 7,221) is a progressive, mature full-service community located 60 miles west of the City of Chicago in both Kendall and DeKalb County. Sandwich's 4.75 square miles are primarily residential with some commercial, office, and industry. According to the 2020 Census, the City's median population was 45 years old and included 87.4% Caucasian, 11.1% Hispanic, 0.1% African American, 1% Asian, and .04% Two or More Races. Other races make up less than 4% of the population, and residents of two or more races are approximately 6%. Sandwich boasts a median household income of \$70,563 (the median family income of \$76,452) and a current average housing sale price of \$250,000. Sandwich Community Unit School District 430 has a student enrollment of 1,826 students in grades K-12 and consists of four elementary schools, one middle school and one high school, and is home of Indian Valley Vocational Center, which serves high school students from neighboring communities in their pursuit of vocational training.

Residents choose Sandwich for its small-town charm, tight-knit community, family-friendly neighborhoods, good schools, low crime rate, and easy access to Suburban Chicagoland. The quality of life in Sandwich is supported by a fiscally responsible City government that delivers first-class services, improves infrastructure, assures public safety and attracts homeowners and businesses.

REQUIREMENTS: Officials with the City of Sandwich are seeking an innovative and collaborative professional with proven leadership and managerial skills in all aspects of police administration including staffing and labor relations, budgeting, policy development, and community relations. A successful candidate will have strong communication and interpersonal skills and demonstrate success building internal and external partnerships and engaging the community through effective community policing programs. Further, a successful candidate will have completed diversity, equity and inclusion training and have experience leading a first-rate police department. The successful candidates will have a bachelor's degree or equivalent experience. In addition, the successful candidates will have 10 years of experience in police work as a certified officer with a minimum of five (5) years of law enforcement supervisory experience at a senior command level.

Other desirable training includes the FBI National Academy, Northwestern University's School of Police Staff and Command, PERF Senior Management Institute for Police, and PERF Senior Management Institute for Police. It would be beneficial to also have the designation as a Certified Police Chief by the Illinois Association of Chiefs of Police. Candidates must have a valid Illinois Driver's License and certification as a police officer from the Illinois State Training and Standards Board or become certified within six months of appointment.

RESPONSIBILITIES: The Chief of Police oversees and directs all activities of the Police Department for the City of Sandwich. Responsibilities include planning for the use of resources, coordinating the activities of the Department and ensuring that services provided are of the highest quality. Police Department operational leadership responsibilities include ensuring department employees are trained and deployed appropriately to protect the public, overseeing the labor-management relationship, and preparing the department to respond to emerging trends and issues in the community and law enforcement as a whole. The Chief of Police is expected to have excellent budgeting and long-range planning skills, collective bargaining experience, well-developed computer and public speaking skills, and the utmost integrity. Maintaining and building upon the public's trust and confidence is a must. The Police Chief is a member of the City's leadership staff and represents the City's law enforcement in interagency relationships including regional, state and federal functions.

The Chief of Police is appointed by the Mayor with the advice and consent of the City Council and shall report directly to the Mayor or designee.

COMPENSATION AND BENEFITS: This is a full-time, FLSA-exempt position. The salary range for this position is \$110,000 - \$120,000 depending upon the successful candidate's qualifications. **Residency within the City Limits is not required but is welcomed.** The City offers a competitive benefits package including a PPO/HMO health plan, dental, vision, and life insurance, paid time off for vacation, sick leave, employee assistance program, pension, membership in professional organizations, registration and travel for professional conferences, and reimbursement for related educational expenses.

HOW TO APPLY: Email cover letter, resumé, and contact information for five (5) work related references by **June 11, 2023** to ILACP Executive Director Kenny Winslow at: kenny@ilchiefs.org and courtesy copy Christine Richards at Christine@ilchiefs.org with Sandwich Police Chief in the subject line.

Candidate finalists must be available for an all-day assessment in the City of Sandwich tentatively scheduled for Saturday, July 29, 2023.

The Illinois Association of Chiefs of Police is assisting with this search.

The City of Sandwich is an Equal Opportunity Employer.

All application documents must be sent as Word or PDF file.

Questions can be directed to:

Kenny Winslow

Executive Director of the Illinois Association of Chiefs of Police

217.523.3765

